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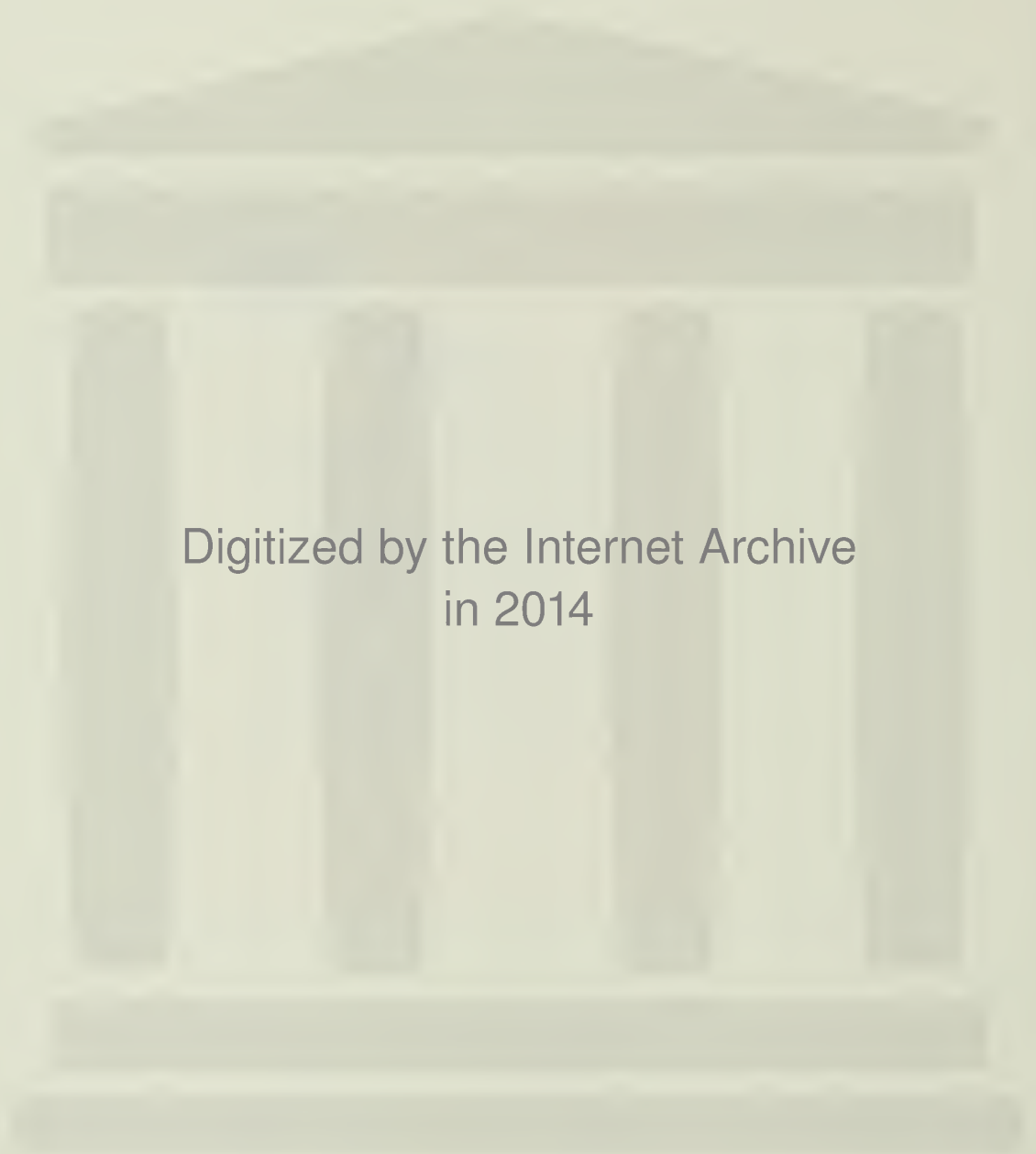

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SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

Thursday January 19, 2006, 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the December 15, 2005 Regular Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the December 15, 2005 Regular Meeting (Word))
3. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members will discuss approving and possibly expanding the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Jan06.pdf).
4. **DISCUSSION**: Landmark Tree Ordinance. Committee members will discuss the role of the Urban Forest Council in developing criteria, procedures and forms for administration of the ordinance (Explanatory document: Landmark Ordinance 121905.doc).
5. **DISCUSSION**: New Business

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For

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more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

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Posted: January 13, 2006

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: January 19, 2006 **ITEM NO. 3**

URBAN FOREST COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ Comprehensive Urban Forest Plan Draft January 2006

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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Urban Forest Plan

City & County of San Francisco

Urban Forest Council
City & County of San Francisco
11 Grove Street
San Francisco CA 94102

PREPARED BY:
HortScience, Inc.
P.O. Box 754
Pleasanton CA 94566

January 2006

EXECUTIVE SUMMARY
San Francisco Urban Forest Plan
January 2006

People appreciate and enjoy San Francisco's 668,000 trees. Few trees in this unique urban forest arose naturally; almost all were planted. The framework of this forest was established during an intense burst of tree planting that occurred in the late 1800s and early 1900s. City government, the Army, citizens, and real estate developers all took part, planting trees by the thousands. But since the 1920s, the rate of tree planting declined rapidly. Since that time, planting of new trees has not kept pace with losses due to old age, disease, storms, civic improvement, and development

While the City's urban forest creates a desirable, enjoyable place to live, its trees also perform important environmental functions such as removing 287 tons of atmospheric pollutants and 5,100 tons of carbon each year. The urban forest provides an important social benefit, restoring the mental fatigue suffered by its residents and visitors.

San Francisco's urban forest is owned and managed by a diverse mix of City, state and federal agencies as well as the private sector. On most City streets, the property owner and City share responsibility for trees. There has been little coordination in the care of trees among the parks, golf courses, communities and streets that form the bulk of the forest. The public and elected officials have failed to fund urban forest activities at the level commensurate with its importance to the community.

The City's Urban Forest Council, composed of citizens and professionals, recognizes that action must be taken to arrest the decline in the size of the urban forest, to re-gain lost ground and to re-kindle the spirit of tree planting that occurred 100 years ago. To that end, the Council has prepared an Urban Forest Plan, which reviews the creation of San Francisco's urban forest, analyzes the structure and functional benefits of the forests, and identifies the challenges that threaten its future. Designed to provide a road map for policy-makers and implementers, the Plan identifies five goals, critical to maximizing the value of the forest. The goals are directed at the owners and managers of the trees that comprise the urban forest who must:

1. Maintain and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Within these five goals are a diverse group of specific action items. The Council identified 9 action items as having the highest, most immediate priority:

- The City of San Francisco must develop a set of standards and best management practices for tree selection, purchase, installation and care. It should ensure that all City departments and projects employ the standards.
- The City of San Francisco must protect existing trees from/during development, by enacting legislative tools and public policies that protect existing trees, on public and private property. The City must provide for effective and consistent enforcement.

EXECUTIVE SUMMARY, continued

- The City of San Francisco must establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- The City of San Francisco must institute a more aggressive reforestation program in City parks. There is no time to be lost.
- The City of San Francisco and other managers of the urban forest must pursue and secure funding from public and semi-public sources for planting and maintenance.
- The City of San Francisco should establish one or more city-wide goals for the urban forest. Possible example include providing one street tree for every 5 residents and raising the canopy coverage to 15%.
- The City of San Francisco should update its list of recommended trees.
- The City of San Francisco must work with Supervisors, community leaders and neighborhood groups to initiate tree planting in areas currently underserved with respect to tree cover. The initial focus should be in the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- The City of San Francisco should engage the SF Unified School District and associated PFA groups at local schools to develop a tree planting programs.

The Council believes that these goals are strongly related; one cannot simply be eliminated or ignored. All are critical to the future of San Francisco's urban forest. When implemented, the City will have more trees, a larger urban forest in better health with more trees evenly distributed and therefore providing a greater level of benefits.

San Francisco Urban Forest Plan
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"San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future."

San Francisco Urban Forest Council, 200?

I. Introduction

Thousands of trees comprise San Francisco's urban forest. It is easy to acknowledge that Golden Gate Park and Stern Grove are part of the urban forest. But what about the trees in the middle of Van Ness Avenue? Yerba Buena Gardens? The eucalyptus groves at the Presidio? The stands of Monterey cypress that line the Olympic Club's golf courses? The palm trees that define the Embarcadero? The cherry trees in a backyard? All are part of San Francisco's urban forest.

Few of these trees are naturally occurring. Almost all were planted by entrepreneurs, the military and citizens who recognized that San Francisco would be a better place if trees filled its parks and lined its streets. By planting trees, San Francisco would become a more livable, enjoyable city.

San Francisco's urban forest plays three major roles in the character of the City. First, it is part of the basic fabric of San Francisco. Without that forest, the City would be less welcoming, less inviting and less conducive to a good quality of life. What would San Francisco be like without Golden Gate Park? The trees along the streets and in parks are as much as part of the City's infrastructure as the streets themselves.

Second, the urban forest provides important economic and environmental benefits to the property owners and the community. It creates an environment where people can escape the intensity of urban life and be restored. The City of San Francisco formally acknowledged the importance of the urban forest when Mayor Gavin Newsom signed the United Nations Environmental Accords in June 2005.

Third, outdoor recreation is intimately connected to the experience of the City's urban forest. There is growing evidence that the experience of nature in urban areas is restorative, reducing mental fatigue. This experience is directly associated with human health and well-being. The need for the experience of nature and its power of restoration is absolutely critical, as over 80% of Americans now live in cities and their suburbs.

We are now the stewards of the urban forest created by our forefathers and foremothers. It is our responsibility to ensure the sustainability of this resource. As we reap the benefits sown by others, we must plan and create the forest that future generations will enjoy. We cannot be complacent about this responsibility. Sustaining the urban forest requires commitment and action.

San Francisco's urban forest was created in a relatively brief period of intense tree planting that occurred almost 100 years ago. The mature trees of Golden Gate Park, the Presidio and other green spaces were planted during this time. Since that time, however, the urban forest has been shrinking in size. Funding for management of public trees has been inadequate. Trees that have died due to old age and disease have not been replaced and planting in parks has not kept up with the losses. Trees on private lands have been removed during development. Trees along the street are removed but not always replaced. The life-cycle of the most prominent species would indicate that replacement and replenishment at this time must take place.

The shrinking of San Francisco's urban forest must be halted and the trend reversed. Now is the critical time to reinvest in the urban forest. More trees are needed in more communities throughout the City. Existing trees need better care. Large stands of trees must be conserved and reforested.

No single owner or agency can reverse the loss of the urban forest. The work of planting and maintaining must be shared by many. In order to provide a framework for that effort, San Francisco's Urban Forest Council has taken a lead role. The Council believes that an **Urban Forest Plan** would guide the continued enhancement and evolution of the City's trees and green spaces.

This Plan is the result of a long history of concern for the City's urban forest. In 1992, Friends of the Urban Forest produced *The State of the Urban Forest*, a document that identified several key needs for the urban forest. A second *State of the Urban Forest* report was prepared in 2001. One of the key findings and recommendations was the need for coordinated effort among city department and agencies in managing the urban forest. In 2002, the City created the Urban Forest Council, a group of citizens assembled to advise city government, through the Department of the Environment, on how best to care for the urban forest.

In 1997, *The Sustainability Plan for the City of San Francisco* was prepared. This plan identified areas where resource depletion could be halted and resource restoration achieved. It wove together environmental, economic and social concerns, recognizing that a sustainable city required all three.

One of the *Plan's* main topics was **Parks, Open Spaces and Streetscapes**. In addition to filling the traditional roles of recreation and habitat, the *Sustainability Plan* noted that parks and open spaces were part of the "social fabric of the community and....a critical element in the economic development of the city." It recognized that these spaces must be created and maintained. Parks and open spaces do not arise spontaneously. They result from good planning and implementation. The recommendations for this section focused on creating new parks and open space, available to everyone in the City; enhancing existing streetscapes; and fostering planting of trees on private land. The *Sustainability Plan* also noted that increased funding and public participation were necessary to meet the goals.

The Urban Forest Council hopes to take the findings and recommendations of the *State of the Urban Forest* and *Sustainability Plan* to the next logical step: creating a standard reference document that defines policies and procedures for urban forestry management in San Francisco. This Urban Forest Plan will serve many users, ranging from city departments and non-profit organizations to private companies that manage San Francisco's trees. Segments of the Urban Forest Plan will provide the City's Planning Department with conforming amendments to the General Plan.

Four key statements are fundamental to forming the Plan:

1. San Francisco's urban forest is comprised of all the trees and other woody vegetation found within city limits, and is located on a mosaic of public and privately owned land. Many of the large-scale plantings are mature in character and have a limited life-span.

2. San Francisco's urban forest provides important economic, environmental and social benefits to the City's residents, visitors, neighborhoods, and businesses.

3. San Francisco's urban forest requires active management. A passive approach of letting trees grow without care will ultimately doom the City's forest to deterioration. Sustaining the urban forest will involve the coordinated efforts of city agencies, non-government organizations, businesses and individuals.

4. San Francisco's urban forest is as much a part of the City's infrastructure as roads, bridges and tunnels. As such, the urban forest must be considered at all stages of planning and development. There is a clear need to raise community awareness about the urban forest as an integral part of the City.

The geographic breadth of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in legislation Article 21 and will be limited to the territorial boundaries of the City and County of San Francisco. To effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. The Plan will support, and not conflict with, efforts of organizations such as the Presidio Trust, University of California – San Francisco, and the Olympic Club in developing management plans specific to the their forests.

The scope of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other woody vegetation (e.g. shrubs and median strip plantings).

Organization of the Plan
This Urban Forest Plan is divided into four sections.

1. A historical overview of the urban forest.

2. A description of the urban forest; its species composition, distribution and structure. This section also identifies the environmental benefits provided by the forest as a whole. It also focuses on the City's street tree population, analyzing both the costs associated with their installation and care, and the benefits provided by their presence.

3. The identification of five goals that strive to take care of existing trees, plant new ones in needy areas, translate a love for San Francisco's trees into action, develop consistency of care and management and provide adequate, stable funding.

4. The final section identifies specific actions needed to implement the goals. In doing so, the City agency responsible to develop and implement the recommendations are identified.

Table 1. Owners and managers of significant portions of San Francisco's urban forest.

City and County of San Francisco Agencies	
Bureau of Urban Forestry Department of Public Works	Implements Urban Forestry Ordinance (Article 16) of Public Works Code: street trees, landscaped medians, sidewalk repair, education & outreach. Works in conjunction with non-profit groups to plant new trees.
Recreation & Parks Department	Manages 3,000 acres, an estimated 100,000 trees, in parks, open space, golf courses, and watersheds. Sites include Golden Gate Park, Gleneagles & Harding Park golf courses, and Stern Grove.
SF Redevelopment Agency	Responsible for planning, planting, managing, maintaining and overseeing the management of trees within its projects, constituting several thousand acres and including large open spaces, parks, and streetscapes.
SF Housing Authority	Responsible for trees within public housing.
SF Municipal Railway (MUNI)	Responsible for trees that may encroach on overhead conductors, through State of California General Order 95.
Port of San Francisco	Responsible for trees and woody vegetation within its facilities.
San Francisco International Airport	Responsible for trees and woody vegetation within its facilities.
SF Unified School District	Responsible for trees within school facilities.
State Agencies	
University of California, San Francisco	Responsible for trees and woody vegetation within its facilities including the Mount Sutro Open Space Reserve.
San Francisco State University	Responsible for trees and woody vegetation within its facilities.
Federal Agencies	
U.S. Department of the Interior National Park Service	Golden Gate National Recreation Area (GGNRA). Responsible for coastal sections of the Presidio as well as Fort Mason, Lands End and Fort Funston.
The Presidio Trust	A public-private partnership responsible for the management of the Presidio's forest.
Private Properties	
The Presidio Trust	Responsible for trees and woody vegetation within its facilities.
The Olympic Club	Responsible for trees and woody vegetation within its facilities.
The San Francisco Golf Club	Responsible for trees and woody vegetation within its facilities.
Laguna Honda Hospital	Responsible for trees and woody vegetation within its facilities.

II. The Origins of San Francisco's Urban Forest

No forest existed prior to the settling of the city. The photographs and written records from that time illustrate an utter lack of trees. Towards the Pacific Ocean, one saw vast dunes of sand, moving under the constant wind. While there were oaks and willows along creeks, San Francisco's urban forest had little or nothing in the way of native tree resources. The starting point for the urban forest was a treeless expanse of shrubs and low-growing plants.

The City's urban forest arose from a brief but intense period of afforestation, i.e., creating forests on land that did not have tree cover. This period of planting, on public and private property began in the late 1800s and was essentially complete by 1925. Since that time, the public agencies and private landowners of the larger parcels of forest have enjoyed the benefits of those early tree planting efforts. Yerba Buena Gardens, Crissy Field, Justin Herman Plaza and the Embarcadero are relatively recent additions to the forest.

In the late 1860s, the City began reserving land for parks, with Hill Park (now Buena Vista) as the first parcel. By the 1870s, the vision of Golden Gate Park as a public pleasure ground was taking shape with the initial planting of trees taking place in 1872. Stern Grove had its origins about the same time, as the Greene family planted eucalyptus trees throughout the property. Private enterprise was establishing what would eventually become places like McLaren and Glen Parks.

It was also during this period that the Army, occupants of the northwest corner of the city, created what we now know as the Presidio. Houses were built with the doors on the leeward side, to better limit the amount of sand that blew in. By the end of 1892, some 350,000 trees had been planted. About the same time, Adolph Sutro was making plans to establish areas of timber-production in the city, installing thousands of seedlings on Mount Parnassus (now Mount Sutro).

Early in the 1900s, several important golf courses including the Olympic Club, the San Francisco Golf Club, the California Club and Harding Park were established in the southwest section of the city. Within each course, thousands of trees were planted during construction.

The City's network of streets was established by the early 1900s. The idea of having trees along city streets was not implemented until 1955, when a program of planting and care was established. In recent years, the City's Department of Public Works has teamed with non-profit organizations such as the Friends of the Urban Forest to plant new trees along streets.

More than a century after the first trees were installed, the framework of San Francisco's urban forest is still based on these initial plantings. At this time, the urban forest is owned and managed by a mix of public agencies and private groups (Table 1, Figure 1). At least a dozen City departments have some responsibility for trees and their care. Many agencies are independent of City and County government. They include local organizations such as the School District as well as state and federal agencies. A large number of trees are located on private property.

The fact that many owners care for the urban forest presents a significant challenge to long-term management. Organization priorities and missions vary widely. State and federal agencies are exempt from City tree ordinances. There is, however, a compelling need for cooperative effort and clarity of purpose. Most San Franciscans would agree that the urban forest is an asset to the community. The challenge of finding a comprehensive vision to manage this resource is a critical one, central to the success of any plan, and must involve those whose feelings about the urban forest are negative.

The origin of the City's urban forest can be traced to a single burst of public and private tree planting during a 50 year period, almost a century ago. Trees do not live forever and unless the existing trees receive continued care, they will age and die at an increasing rate. Even if they receive care, all of the trees that comprise the urban forest will eventually die. The fact that many trees are approaching 100 years of age, makes the need for replacement and replenishment even more urgent.

Unless more trees are planted, the urban forest will become smaller. Nature will not replace these losses. New parks, street tree plantings, and green spaces must be established to ensure the urban forest benefits all San Franciscans.

III. The Structure and Function of the Urban Forest

Most San Franciscans readily acknowledge that the urban forest makes the City a nicer place to live. They appreciate the beauty of parks, gardens and the trees along city streets. Yet those responsible for caring for this forest might say that it is taken for granted. Citizens know it is out there and assume that someone is looking after it.

The fact is, from a city-wide point of view, many managers have lacked any specific knowledge of how many trees exist and where they are located. The Department of Public Works is the exception, having a decade-long work history. Even with such information, DPW has not had a quantitative understanding of the functional roles that street trees play in the community.

The Nature of the Urban Forest

In 2004, the San Francisco Urban Forest Council invited a research team from the United States Department of Agriculture Forest Service to study the City's urban forest. The team's report, issued in early 2005[1], was the first comprehensive analysis of San Francisco's urban forest, i.e., all of the trees growing within the city limits[2]. The project employed the Urban Forest Effects Model (UFORE), a comprehensive tool that assesses the structure and function of a community's urban forest.

San Francisco has no native tree resources. The species that comprise the urban forest are not native to the City. The USDA Forest Service reported that there are 668,000 trees represented by over 100 different species in San Francisco. Tasmanian blue gum is the most common type of tree with over 100,000 trees present. Monterey pine (56,000), Monterey cypress (25,000), and glossy privet (21,000) are also common. Five species of the genus *Pittosporum* comprise another 85,000. The first three species dominate the city's large green spaces such as the Presidio, Mount Sutro and Golden Gate Park. Karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum lucidum*) are commonly found as street and landscape trees.

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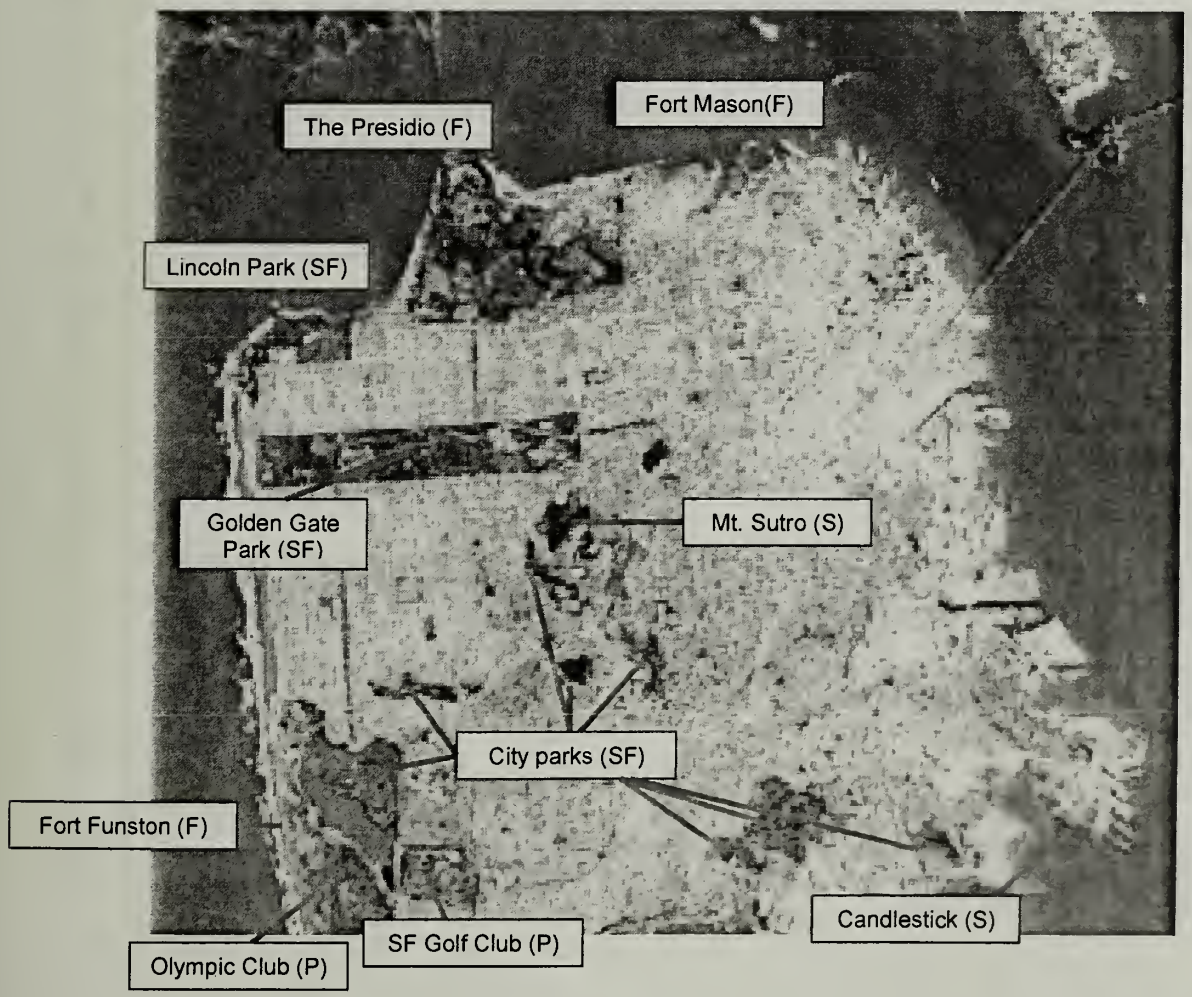
[1] USDA Forest Service. February 2005 (draft). Assessing Urban Forest Effects & Values. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report. 22pp.

[2] For a detailed discussion of the methods and models used in the study, refer to the following paper: http://www.fs.fed.us/ne/syracuse/Pubs/Downloads/gtrne290.pdf.

Figure 1. Important parcels of urban forest.

San Francisco	Buena Vista Park
	Crocker Amazon Playground
	Glen Park
	Gleneagles Golf Course
	Golden Gate Park
	Harding Park
	Lincoln Park
	McClaren Park
	Stern Grove/Pine Lake Park
	Yerba Buena Commons
	Rincon Point Park
	Twin Peaks
Federal	Fort Funston
	Fort Mason
	The Presidio
Private	The Olympic Club (golf course)
	San Francisco Golf Club (golf course)
State	Candlestick Point Recreation Area
	Mount Sutro (Univ. California)



Almost half (43%) of San Francisco's land area is covered by streets, sidewalks and other forms of pavement (Figure 1). Another 26% is occupied by buildings. The urban forest canopy covers approximately 12% of the City. This compares to 5% in Los Angeles, 27% in New York City, 28% in Chicago and 34% in Seattle.

The structure of the urban forest in several other U.S. cities has also been analyzed with the Forest Service team from Syracuse NY and the UFORE model (Table 2). With a population of 764,069 and an urban forest of 668,000 trees, there is approximately 1 tree per citizen (0.87). This falls into the mid-range of cities examined by UFORE, where the low was Brooklyn NY (0.25 trees/citizen) and the high was Baltimore MD (3.0 trees/citizen).

The USDA Forest Service described and quantified some functions of the urban forest. For example, urban forests provide *habitat for wildlife*. Birds, butterflies and insects may be the most visible indicators of this function. Yet we know that even an area as urban as San Francisco is home to mammals such as coyote, fox and skunk. In addition, a wide range of reptiles and amphibians are present.

As the trees in the urban forest grow, they r*emove contaminants from the atmosphere*. Each year, over 287 tons of ozone, particulates, nitrous oxides, sulfur dioxide and carbon monoxide are taken out of the air by the action of the urban forest. The value of this *environmental benefit is $1.3 million per year*. In addition, San Francisco's trees remove 5,100 tons of carbon from the atmosphere and store approximately 194,000 tons as biomass.

As importantly, there is clear scientific evidence from other cities about the value of urban forests to the social well-being of residents. The simple presence of *forests, trees and other vegetation helps people recover from mental fatigue*, leading to a reduction in socially unacceptable behavior and crime.

Each year, trees are planted and removed. Because the City has no native forest, there is little natural regeneration. For this reason, maintaining the current forest of 668,000 trees requires that planting keep pace with tree removal. There is no information on a city-wide level as to whether or not this is occurring.

The Forest along the Streets

Within the right-of-way along San Francisco's streets are approximately 107,000 trees, or 16% of the City's 668,000 tree urban forest[3]. Street trees, defined by location, illustrate the diversity of ownership and management of the urban forest. The Department of Public Works (DPW) maintains about 26,000 trees, primarily located along boulevards and arterials. Another 80,000 trees are maintained by the property owner, primarily in residential settings.

San Francisco's street trees are not evenly distributed across the city (Table 3). Street tree populations, both publicly and privately maintained, range from 3,723 trees in District 3 to 12,898 in District 5. Most of the street trees in District 4 are managed by the property owner. In contrast, street trees in Districts 1 and 5 are evenly divided between public and private management.

[3] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp/

Table 2. Ratio of trees to population in U.S. cities analyzed using the UFORE model.

City	Population (1990)	Number of Trees	No. trees/ citizen	Source
Brooklyn NY	2,465,326	610,000	0.25	Nowak, D., D. Crane, J. Stevens and M. Ibarra. 2002. Brooklyn's Urban Forest. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report NE-290.
Jersey City NJ	228,537	136,040	0.60	USDA Forest Service. Northeastern Research Station. 1998. http://www.fs.fed.us/ne/syracuse/Data/State/data_NJ_jc_ufore.htm
San Francisco	764,049	668,000	0.87	USDA Forest Service. Northeastern Research Station. 2005 (in preparation). Assessing Urban Forest Effects & Values: San Francisco's urban forest. Syracuse NY. General Technical Report.
Philadelphia PA	1,585,577	2,112,619	1.33	USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_PA_phil_ufore.htm
Chicago IL	2,783,726	4,100,000	1.47	McPherson, E.G, D. Nowak and R. Rowntree (eds.). 1994. Chicago's urban forest ecosystem: Results of the Chicago Urban Forest Climate Project. USDA Forest Service. Northeast Forest Experiment Station. Radnor PA. General Technical Report NE-186. 201p
Boston MA	574,283	1,183,451	2.06	USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_MA.htm
Balitmore MD	736,014	2,210,200	3.00	Nowak, D., M. Kuroda and D. Crane. 2004. Tree mortality rates and tree population projections in Baltimore Maryland USA. *Urban Forestry & Urban Greening*. 2(3):139-148.

Source for population data:
Dwyer, J., D. Nowak, M. Noble and S. Sisinni. 2000. Connecting people with ecosystems in the 21st century: An assessment of our nation's urban forests. USDA Forest Service. Pacific Northwest Research Station. Portland OR. General Technical Report. PNW-GTR-490. 483pp.

Table 3. San Francisco's Street Tree Population by Supervisory District.

District		Number of Trees			% of Total
		DPW	Private	Total	
1	Richmond	2,041	3,604	5,645	5.3%
2	Marina	1,076	7,160	8,236	7.7%
3	North Beach	999	2,724	3,723	3.5%
4	Sunset	1,453	7,115	8,568	8.0%
5	Western Addition	6,151	6,747	12,898	12.1%
6	South of Market area	1,559	9,421	10,980	10.3%
7	Merced	2,317	8,677	10,994	10.3%
8	Castro/Noe	1,772	12,636	14,408	13.5%
9	Mission/Bernal	3,352	9,063	12,415	11.6%
10	Potrero/Bay View/Hunters	4,073	8,438	12,511	11.7%
11	Excelsior/Outer Mission	1,696	4,714	6,410	6.0%
	Total	**26,490**	**80,299**	**106,789**	

Sources of information.
DPW trees. San Francisco Department of Public Works. Bureau of Street Trees. December 2005.

Private trees. Maco *et al*. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

With 106,000 street trees and a population of 777,000, there is about one street tree for every seven San Franciscans (Table 4) (or, 0.14 trees/citizen). Across districts, the number of residents per trees ranges from 4.8 in the District 8 to 18.9 in North Beach. There is also variation in the number of trees per mile of street with the range from 209 trees per mile in District 5 to 66 in North Beach. The city-wide average is 113 trees per mile of street.

With one street tree for every seven residents, San Francisco was at the lower end of 22 cities whose street tree populations were studied. Los Angeles, Eugene OR and Syracuse NY all have one street tree for every five residents.

There are several reasons why San Francisco lags behind other cites. In residential areas, the property owner is required to pay for tree planting and maintenance. Citizens in the western area of the City are less interested in having street trees.

In addition, there are over 127,000 empty planting sites present along City streets. Most (98%) of these are void space, i.e., locations where no planting basin is currently present. Installing a tree in those spaces requires cutting the existing pavement and creating a new basin. About 5,000 spaces are existing planting basins that simply lack a tree.

As with the trees themselves, potential planting spaces are not evenly spread across the city. For example, less than 30% of the potential planting spaces in Districts 4 and 11 are planted with trees where over 70% in Districts 5 and 8 have trees (Table 4).

A great opportunity exists to enhance San Francisco's street tree population. There are more potential planting spaces in San Francisco (127,500) than are currently occupied by a street tree (106,000). In theory, the street tree population could be doubled by simply planting in the vacant spaces. The actual number of potential planting spaces is less than 127,500 due to the presence of underground utilities, view sheds and proximity to related infrastructure. Given that the distribution of trees across the city is uneven, new trees could be installed in neighborhoods with fewer street trees.

Among the 106,000 street trees in the city, the most common species are small- and medium-sized species: Victorian box, Indian laurel, New Zealand Christmas tree and plum. Large tree species such as blue gum, Monterey pine and Monterey cypress, while common in the open space areas, are present only in small numbers. There is rarely enough space, either above- or below-ground, for large trees along city streets. The best conditions for such large species are boulevards with a central planting area and in city parks adjacent to streets. The exception to this general pattern is the London plane, a large-size shade tree that is common along the streets.

City-wide, 60% of the street trees are in good condition, 30% in fair and 10% in poor condition or dead. This reflects not only San Francisco's benign growing conditions but good selection and care. Tree condition varies across the city. In District 6 for example, 85% of the private trees are in good condition while in Districts 3 and 11, only 27% and 25% are. Given the variation in economic development across the supervisorial districts, it is not surprising that trees managed by private property owners vary in condition. It is surprising that the same pattern occurs in publicly managed street trees. Few public trees in District 11 are in good condition; while 76% in District 12 are.

Table 4. San Francisco's Street Tree Population: Distribution by Supervisory District.

District		No. residents per tree	No. trees per street mile	Filled planting space (%)
1	Richmond	12.4	79.0	48
2	Marina	8.1	110.5	67
3	North Beach	18.9	66.2	39
4	Sunset	8.2	93.8	26
5	Western Addition	5.6	208.9	72
6	South of Market area	6.4	136.9	42
7	Merced	6.3	76.9	32
8	Castro/Noe	4.8	146.1	71
9	Mission/Bernal	5.7	184.1	62
10	Potrero/Bay View/Hunters	5.2	110.8	34
11	Excelsior/Outer Mission	7.9	74.5	29
	Total	**7.0**	**112.8**	**44**

Sources of information. .
DPW trees. San Francisco Department of Public Works. Bureau of Street Trees. December 2005.

Private trees. Maco et al. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

Since 1987, over 38,000 street trees have been planted by the Friends of the Urban Forest (FUF), the City's foremost non-profit, tree organization[4]. A survey of trees planted by FUF has shown that almost 90% of trees were alive after 36 months and over two-thirds, 10 years after planting. There were important species and location differences in tree survival and growth, information that helps FUF select the right tree for the right place, and enhance the growth and performance of new plantings. Residents of the Castro/Eureka Valley areas can take pride that over 90% of trees were alive after 10 years[5].

Because street trees are primarily located in the sidewalk cut-outs, the potential for conflict with pavement is very high. Yet only 15% of street trees have displaced pavement more than 0.5 inch. Although the vast majority of street trees are located beneath overhead utilities, only about 10% have been topped to provide clearance. Both of these conflicts may become more significant in the future as young trees enlarge in size. Appropriate species selection has helped to avoid conflicts with adjacent infrastructure.

In 2003, the Urban Forest Council asked a team of scientists from the USDA Forest Service's research unit in Davis CA to calculate the costs and benefits provided by the City's street trees[6]. The Forest Service team worked in cooperation with FUF and DPW. Together, they surveyed the street tree population, analyzed the cost of managing 18,234 trees maintained by DPW, and evaluated the benefits provided by the trees to the city. Street trees managed by DPW:

- Have an annual maintenance cost of $4.77 million, based an operating budget of $3.43 million and $1.35 million spent by other departments on street trees. The largest expenditures involve tree pruning ($2.26 million) and litigation costs ($1.08 million).
- Provide the city with $7.5 million in annual benefits including property value increases which account for $6.9 million per year of this total.
- Provide $467,000 per year in controlling storm water runoff.
- Provide savings of $85,000 in energy costs (heating & cooling) to adjacent properties.

On balance, the benefits provided by city-managed street trees equal the costs associated with their care.

In addition to San Francisco, the street trees of eight other U.S. cities have been analyzed by the USDA Forest Service team from Davis CA (Table 5). Direct comparisons with San Francisco must be made with caution as it was the most urban and had the largest population of the cities assessed. Part of the street tree assessment involved analyzing expenditures, those directly associated with tree care (e.g. pruning) as well as more indirect costs (e.g., claims and legal).

Of the nine cities, San Francisco had the second largest street population (behind Minneapolis) and the second largest expenditures (again behind Minneapolis). San Francisco does have the lowest number of street trees per citizen (0.14) of the nine cities.

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[4] Website for Friends of the Urban Forest: www.fuf.net.

[5] Sullivan, M. Survey of 5 and 10 year old trees. Available at www.sftrees.com

[6] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. September 2003. City of San Francisco California – Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

Table 5. Comparison of street tree program management.

Community Budget year	**Berkeley CA** 2002	**Fort Collins CO** 2002	**Glendale AZ** 2002	**Minneapolis MN** 2004	**Cheyenne WY** 2002
Population	102,724	87,758	148,134	368,383	50,008
No. of trees (street & park)	36,485	30,942	21,480	198,663	17,010
Program expenditures					
Planting	4.0%	11.1%	7.6%	2.4%	14.0%
Pruning	32.5%	40.6%	32.0%	27.2%	25.8%
Removal	3.0%	13.1%	4.6%	44.3%	7.1%
Inspection	3.4%	5.4%	0.8%	3.5%	2.3%
Pest management	0.0%	2.1%	0.1%	--	1.5%
Irrigation	--	--	10.1%	1.0%	28.8%
Litter clean-up	--	--	3.6%	0.4%	--
Administration	4.2%	10.9%	30.0%	11.9%	19.4%
Sub-total	47.0%	92.8%	88.8%	90.7%	98.9%
External expenditures					
Storm & litter clean-up	8.2%	--	10.1%	--	1.1%
Hardscape repair	43.4%	6.0%	1.1%	9.0%	--
Claims & legal	1.3%	1.2%	--	0.3%	--
Sub-total	53.0%	7.2%	11.2%	9.3%	1.1%
Total expenditures	**$2,372,000**	**$997,638**	**$276,436**	**$9,209,041**	**$474,207**
Per tree	$65	$32	$13	$46	$28
Street trees/citizen	0.36	0.35	0.15	0.54	0.34

Source: USDA Forest Service. Pacific Southwest Research Station. Western Center for Urban Forest Research. [

Notes: * USDA Forest Service noted that approximately 18,000 of the 98,000 street trees were managed by the C manages to be 26,490, or a total of 106,791.

** Per tree expenditures were calculated by dividing the number of City-managed trees (26,490) by the Dep

Bismark ND 2002	**Santa Monica CA** 1999	**Modesto CA** 1998	**San Francisco CA** 2002
49,265	92,578	182,260	764,049
17,821	25,508	91,179	106,791*
1.9%	1.5%	7.3%	0.6%
30.0%	55.9%	45.1%	47.3%
15.8%	3.2%	12.8%	3.7%
5.4%	4.8%	--	9.1%
5.5%	--	2.5%	--
2.3%	--	2.8%	4.5%
2.9%	--	0.2%	--
22.6%	6.6%	11.7%	6.7%
86.3%	72.0%	82.4%	71.8%
6.9%	1.8%	4.0%	--
6.8%	17.6%	11.1%	5.5%
--	8.6%	2.5%	22.6%
13.7%	28.0%	17.6%	28.1%
$316,640	**$1,544,000**	**$2,686,516**	**$4,777,998**
$18	$61	$29	$180**
0.36	0.28	0.50	0.14

Davis CA. Http://cufr.ucdavis.edu/research/studies

ity of San Francisco. The City's Dept. of Public Works estimates the number of trees it

partment's expenditures.

San Francisco's Urban Forest as seen by the Community
In early 2005, the Urban Forest Council asked 1,100 residents, 100 in each of the 11 Supervisory Districts, to comment on their feelings and attitudes about the City's urban forest[7]. Overall, residents were satisfied with the quantity and quality of trees in the city, and were somewhat more satisfied with parks than with the trees on the street where they live.

Across the City, the level of satisfaction with the quality and quantity of street trees varied. At one end of the scale, just over 70% of the people in District 7 were satisfied with the trees on the streets where they live. In contrast, only 44% and 45% in Districts 11 and 6 shared this view. Other Districts range within these extremes. There did not appear to be a relationship between number of trees in a District and overall satisfaction.

Most San Franciscans (62%) believed that city government and its agencies should be responsible for planting and caring for trees along city streets. A majority supported increasing the parcel tax in order that the government might provide these services. Property owners, however, are opposed to such a tax. Twenty-five percent (25%) of San Franciscans have installed a tree outside their home or apartment, and another 25% have considered doing so.

San Franciscans recognize the unique character and qualities of rare and very old trees. About two-thirds supported legislation that would their prohibit removal, even on private property.

Summary: The Current State of San Francisco's Urban Forest
San Francisco's urban forest consists of 668,000 trees located in 1) a small number of large parcels, 2) along city streets, and 3) a large number of small parcels. Estimates are that **over 200,000 trees are found in open spaces** such as the Presidio and Golden Gate Park. Ownership of these parcels includes state, federal and municipal agencies as well as private landholders.

The majority of the **106,000 street trees** are in good condition. Trees along city streets are generally smaller in size than those found in parks. The ratio of the City's population to street trees is about 7:1, which is below that of other cities. Street tree management is shared by the City and private property owners.

The remaining **368,000 trees that comprise the urban forest are found on residential properties, within commercial and industrial areas, and as part of the landscapes of institutions** such as hospitals and universities.

Taken together, the canopy of the 668,000 trees covers 12% of San Francisco's land area. This forest removes contaminants from the atmosphere, reduces storm water runoff, and enhances property values.

San Franciscans value the City's urban forest. Most residents are satisfied with the park system and value its presence. A majority are satisfied with the trees on the street where they live. One in four has planted a tree! A majority of San Franciscans want City government to take a leadership role in managing the urban forest.

[7] Research was performed by David Binder Research and included 100 voters in each of the 11 Districts.

IV. A Plan for the Future of San Francisco's Urban Forest

San Francisco has no natural forest resource. The existing forest is the result of determined efforts at planting and maintenance. If the forest is going to be sustained in the future, the same sense of commitment is needed. Put another way, San Francisco's urban forest is not going to take care of itself. Citizens, government agencies, corporations and organizations need to establish, care for and maintain it.

Several years ago, Friends of the Urban Forest produced the *State of the Urban Forest 2001*. Developed as a result of two meetings of urban foresters, one of the principal outcomes of the discussion was a series of guiding principles. These principles recognize that the City's urban forest is not just on public land but is found on private land as well. As such, management and care of the forest is the responsibility of public agencies, individual citizens, and private landowners.

In addition, the general principles emphasize the functional role of the urban forest. Not only is it aesthetically pleasing, San Francisco's urban forest provides significant environmental, ecological, economic and social benefits to the community. Management should aim to maximize these benefits now and into the future, recognizing that large, healthy trees provide more benefits than small, unhealthy ones.

Goal 1. Maintain and conserve the existing urban forest.

San Francisco's urban forest is a unique assemblage of diverse species, bringing together trees from all over the world. Many of the large groups of trees, most notably in the Presidio, Golden Gate Park, and Mount Sutro, are mature and overmature. The number of trees in these areas is declining. For example, the 1998 Golden Gate Park Master Plan estimated that 30 to 40% of the trees in the park would be lost in the next 20 years. Over the period 1980 to 1993, the tree population in the park declined by over 6,000 trees (19% of the total in the Park). The Plan noted, "Park forest will continue to decline through natural aging process."

The partnership between the Department of Public Works and Friends of the Urban Forest has resulted in thousands of trees being planted along city streets. There has not been, however, a plan to address maintenance of these trees as they become mature. At this time, the burden for care falls to the property owner.

The parks and street plantings are significant contributors to the city's livability and a concerted effort must be made to maintain and conserve them. Otherwise, trees will decline and die sooner rather than later. Several specific actions are needed to maintain and sustain this valuable resource:

- City of San Francisco departments that manage trees must establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource. Within 5 years, the Department of Public Works and Recreation and Park Department shall replace the current "pruning by request" effort with a program of scheduled maintenance for all trees.
- The City of San Francisco should incorporate an urban forest component into the city's general plan.
- The City of San Francisco must develop and enact legislative tools and public policies that protect existing trees on public and private property. It must also provide effective and consistent enforcement.
- City departments should prepare management plans for the trees and parks they manage. Agencies outside city government should be encouraged to do the same.

- The City of San Francisco should establish a goal of no net loss of trees. Where a tree is removed due to development, whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- The Recreation and Park Department must institute a more aggressive reforestation program in City parks.
- City departments must expand programs of habitat restoration, particularly in remnant patches of pre-settlement vegetation.
- The Department of the Environment must engage owners of large parcels of urban forest to develop a city-wide and/or region-wide understanding of wildlife.

Goal 2. Expand the urban forest through new planting.

San Francisco's urban forest is not evenly distributed across the city. Some neighborhoods and communities have fewer, smaller and less healthy trees than others. They receive fewer benefits that trees provide. To provide the benefits of trees to all residents, street and park tree management programs must be expanded into underserved areas. Given the economically disadvantaged condition of some districts, the City and its partners must take leadership in urban forest management. The City's Department of Public Works would expand the number of streets along which it maintains trees.

Before the Department of Public Works can plant new street trees, the existing street tree program must be strengthened. New trees must be planted to replace trees removed from existing plantings. The Department acknowledges that new trees have not been planted at a rate equal to their removal. In addition, capital improvement projects remove trees without associated replacement. A similar situation exists in other City departments.

- The City must establish a goal to raise canopy cover from 12% to 15% in the next 10 years.
- The Department of Public Works must establish a goal of one street tree for every 5 residents. Current levels are one tree for every 7 residents. A street tree for every 5 residents would place San Francisco at the average for cities of comparable size.
- The Department of Public Works should establish a goal that 85% of planting spaces should be planted. This should occur in all districts, as recommended in the Urban Forest Council's Street Tree Action Plan.
- The Department of the Environment, using the results of the Friends of the Urban Forest's study of tree planting, to initiate an update of the recommended species selection lists. This update should become the city-wide approved list for use by all City departments.
- The Department of Public Works, the Recreation and Park Department and the Redevelopment Agency and other City departments must work in concert with neighborhood and community groups in areas with smaller tree populations to initiate street and park tree plantings. The initial focus on the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- The Department of the Environment must engage the SF Unified School District and associated parent-faculty groups at local schools to develop a tree planting programs.
- City departments must initiate tree planting programs at municipal facilities in the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- The Department of Public Works should Identify key streets linking the city that can become corridors for planting.
- The Planning Department and Redevelopment Agency must upgrade and expand tree planting and landscape requirements in new projects.

Goal 3. Foster a shared set of values about the urban forest through education and action.

Few residents and fewer visitors would argue that San Francisco would be a better place without its urban forest. The trees that comprise the urban forest make the City a more livable, enjoyable and desirable place. The fact that 75% of San Franciscans are satisfied with the City's urban forest reflects this feeling. The challenge lies in translating that sense of satisfaction into a plan of action, one with some urgency associated with it.

- The Department of the Environment should coordinate a public outreach program regarding the value of parks, open space and individual trees. Disseminate information through outlets such as utility bills, new homeowner packets and other mass outlets. A program of education on the current policies and city codes associated with City trees as well as information on what constitutes proper tree selection and care.
- The City of San Francisco must engage citizens and community groups in those areas where residents are not completely satisfied, most notably North Beach, South of Market, Mission/Bernal and Excelsior/Outer mission.
- The City of San Francisco must foster community participation and special celebrations associated with major planting events.
- The Department of the Environment must engage the School District to incorporate Arbor Day celebrations into the elementary school curriculum.
- The Department of the Environment should engage the religious/spiritual community to incorporate tree planting and care into its programs.
- The Planning Department, Redevelopment Agency and Department of Public Works must specify that new developments and streetscapes must provide adequate space for trees and growing conditions that ensure their survival and development.
- The Planning Department, Redevelopment Agency and Department of Public Works must ensure that street design & redesign projects include trees as one of the project goals, protecting existing trees where appropriate, and providing adequate growing conditions for new trees.

Goal 4. Manage the urban forest in a coordinated, responsible and effective manner.

San Franciscans want city government to take the lead role in managing the urban forest. They expect public agencies to be role models for its stewardship. Since the City does not have a centralized urban forestry department, there is a need for interagency coordination, communication, and consistency of action. The Department of the Environment currently meets the role of coordinator. Additional steps are needed:

- The City of San Francisco, through the Department of the Environment must establish an interdepartmental working group composed of all departments and agencies that have urban forest management responsibility.
- The City of San Francisco must establish clear lines of responsibility within City government for planting, maintenance and management of the urban forest.
- The City of San Francisco must develop standards and best management practices for tree selection and care. It must ensure that all City departments and projects employ the standards.
- The City of San Francisco should direct the Department of the Environment to establish a sub-committee of the Urban Forest Council to work with owners of open space parcels on issues of common interest.
- The City of San Francisco must develop standards for the planting and maintenance of all new plantings by all agencies and contractors in the City.

- The City of San Francisco must include urban forestry professionals in the City departments (such as Planning) to provide expertise, review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

Goal 5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

A mature, aging forest resource requires more care than one composed primarily of young trees. Funding has not kept pace with need. In fact, funding levels for tree care within City agencies has declined. The impact on care of the urban forest is clear and direct. In the Golden Gate Park Forest Management Plan, the management cycle for reforestation was set at 25 to 30 years. In 1998, it was operating on a 50-year cycle. Creating and caring for the existing urban forest and extending into underserved areas will require additional, stable financial resources.

In 2000, the Department of Public Works lost approximately 25% of its available funding for new planting when Proposition B expired. The Department suffered additional cutbacks due to the loss of sales tax revenue. This occurs at the same time that trees planted by Friends of the Urban Forest are maturing and in need of additional care. Moreover, planting has not kept pace with removals. In short, there is a crisis in funding the street tree program.

The Recreation and Park Department and the Department of Public Works are only the two most obvious examples of the inadequacy of current funding to sustain the existing urban forest. Other City departments with tree and forest management responsibility face similar shortfalls. Without increases in funding base, the City cannot care for its urban forest.

V. Working the Plan: Action Items

Implementation of the goals and action items will require a coordinated effort by all who hold San Francisco's urban forest important. The City of San Francisco must take the leadership role. The City owns some of the most significant parts of the urban forest, sets the policies and funding for their management, and is the role model for other owners and managers. While a number of City departments will be involved, the burden of leadership will rest with the Department of the Environment's Urban Forest Council, the Department of Public Works, and the Recreation and Park Department.

Although all of the action items are important, several stand-out as requiring immediate attention:

1. **The City of San Francisco must develop a city-wide set of standards and best management practices for tree selection, purchase, installation and care.** How the City of San Francisco manages its trees is the model for how private property owners will manage theirs. For this reason, the City must have quality tree care and uniform standards of performance. The Urban Forest Council should take the lead to create such standards which should include:
   a. All City employees who have responsibility for tree management should be qualified and participate in industry continuing education programs. The basic qualification is the Certified Arborist program of the International Society of Arboriculture.
   b. All City departments should adhere to the most recent editions of the American National Standard for Tree Care Operations (ANSI Z133 and A300) as well as the Best Management Practices prepared by the International Society of Arboriculture.

c. Develop a public education program in conjunction with Pacific Gas & Electric or the SF Water Department on "how to select a tree care contractor" using information from the International Society of Arboriculture. This program should emphasize the need for license, insurance, and adherence to industry standards.

2. **The City of San Francisco must protect existing trees from/during development.**
   a. Develop legislative tools and public policies that protect existing trees on public and private property. Provide for effective and consistent enforcement.
   b. Require that a tree preservation plan be prepared as part of project review and approval. The Department. of Planning should establish guidelines for preparation of such plans, and define goals for tree preservation.
   c. Develop an outreach program to the development and builder communities, recognizing projects that preserve trees.
   d. Require that City agencies and their projects adhere to the same requirements that private developments do.
   e. Encourage agencies exempt from City policies to adhere to the requirements.

3. **The City of San Francisco must establish a goal of no net loss of trees, public or private property.** Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or in-lieu fees.
   a. Goal of no net loss should be required for all City agencies and incorporated into policies and ordinances used by private property owners.
   b. Value of trees shall be established using the Council of Tree and Landscape Appraisers methodology.
   c. Trees that are diseased, dying, dangerous and in otherwise poor condition may be exempt from any requirements.

4. **City of San Francisco departments must institute a more aggressive reforestation program in City parks as well as Laguna Honda Hospital, Port of San Francisco properties and public schools.** How the trees are managed and cared for in public parks and facilities is a physical representation of the City's concern and commitment. An aggressive reforestation program in these locations will demonstrate the City's support for tree planting and maintenance.
   a. Direct the Department of Public Health to incorporate tree planting in the landscape master plan for the project.
   b. Engage the SF Public School District and private schools in the City to develop a tree planting program at every facility.
   c. Direct the Recreation & Park Department to re-instate the 30-year rotation for reforestation at Golden Gate Park.
   d. Direct the Recreation & Park Department to develop and implement forest management plans for its facilities.

5. **The City of San Francisco must secure funding from public and semi-public sources for planting and maintenance.** San Francisco's Urban Forest Council has the responsibility to identify and secure stable funding to support the planting efforts we propose. In its Street Tree Action Plan, the Council identified funding needs over the next 20 years. A research project supported by the Council indicated voter approval of a dedicated sales tax increase, a general parcel tax, or neighborhood assessment district would be problematic. As a result, the Council is currently exploring creative options that do not involve taxes or general funds allocations. Following are a few examples (generally fee-based) that deserve further consideration.

   By themselves, none of these would yield $20 million annually, but taken together, we get quite close.

   A. **Amend Section 1431 of the Planning Code:**
   For renovation projects involving more than $25,000, the property owner could be required to plant street trees. If there is an existing street tree or no room to plant one, or DPW waives the requirement, the property owner could pay the "in lieu fee" (currently $560) to the Adopt-a-Tree Fund. The application of Section 143 could be broadened to other districts, such as Neighborhood Commercial Districts.

   The number of subject renovations can be estimated based on the number of projects that are permitted through the Department of Building Inspection each year, which historically figures between 2,500 and 3,500 renovations. This proposal could generate upwards of $1.4 million to $2 milllion per year.

   B. **Increase parking meter revenue, dedicating a portion to tree planting & maintenance.**
   There are three potential ways of doing this: 1) activating select meters on Sundays, 2) increasing the overall number of meters in the City, and 3) charging more per metered stay. There is a very clear nexus between private automobiles and the air-cleaning capabilities of our City's trees ($1.3 million per year). A public education campaign could be launched called "Sunday for Trees."

   C. **Establish a Capital Campaign to build an Urban Forest Endowment.**
   Much like the successful capital campaigns behind the Conservatory of Flowers or the Crissy Field projects, we could consider launching a similarly ambitious capital campaign to create an endowment, the interest on which would provide a portion of our annual need.

   D. **Establish environmental impact fees for large-scale developers.**
   A progressive fee: the nexus exists between the ability of trees to mitigate the impact of increased automobile traffic on air quality, air pollution, impervious surface, and visual blight. The fee would not require a campaign or election cycle. This fee would mitigate traffic and air quality impacts by requiring the planting of trees, or alternatively to contribute to a fund for the planting of street trees. Again, the recent Urban Forest Council data demonstrates the quantitative link between air quality and trees.

   E. **Establishing a set-aside for Proposition K sales tax revenue for urban forestry.**

In addition to the specific funding sources noted above, a financially sustainable program must:

- Develop a consistent message about the urban forest and communicate it among city, state and federal leaders and agencies.
- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects.
- Develop programs for gifting by charitable foundations, groups and individuals.
- Aggressively pursue and secure funding from public and semi-public sources for planting and maintenance.
- Develop funding for a stewardship program.

6. **The City of San Francisco must establish one or more goals for the urban forest.** Because the benefits of the urban forest are directly related to extent of tree canopy, an increased canopy would provide additional benefits to the City's residents and visitors. Goals could include:
   a. One street tree for every 5 residents, raising the number of street trees from 106,000 to 155,000.
   b. 15% canopy coverage, increasing the number of trees in the City from 668,000 to 835,000.

7. **The City of San Francisco must update the list of recommended trees.** *Trees for San Francisco -- A guide to street-tree planting and care* was last updated in 1995. A further update is needed. In addition, the list of planting situations needs to be expanded beyond street trees.

8. **The City of San Francisco must engage underserved areas and initiate tree planting.** The North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts have a lower number of street trees than other areas of the City. To rectify this situation:
   a. Direct the Department of Public Works to provide additional funding to the Friends of the Urban Forest to initiate planting projects in these neighborhoods.
   b. Engage the local community groups to support tree planting and aftercare.
   c. Direct City facilities to initiate tree planting efforts on City property.

9. **The City of San Francisco must engage the SF Unified School District, private schools and associated PFA groups to develop a tree planting programs.** Tree planting programs at schools not only provide shade and protection from UV radiation but also engage students in the need to care for the urban forest.
   a. Request that Friends of the Urban Forest develop an outreach program to schools and school groups. Provide information and guidelines for planting.
   b. Department of the Environment to provide information on how to incorporate arboriculture and urban forestry into curriculum activities.
   c. The City to match contributions for tree planting and aftercare.
   d. City to develop a recognition program to acknowledge tree planting.
   e. City to seek private contractors to donate tree care services to schools.

The Urban Forest Council urges the City of San Francisco to take immediate action of the nine steps listed above. There is no time to lose.

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: January 19, 2006

ITEM NO. 4

URBAN FOREST COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ Landmark Tree Ordinance 12/19/05

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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

FILE NO. ORDINANCE NO.

[Public Works Code - landmark trees, significant trees, and penalties for violations.]

Ordinance amending the Public Works Code by amending Section 801 to add to the purposes; by amending Section 802 to modify various definitions; amending Sections 802, 806, and 809 to redefine nuisance trees as hazard trees; amending Sections 802 and 803 authorizing the Urban Forestry Council to succeed to the powers and duties of the Tree Advisory Board and to assume new duties; amending Section 806 to allow for appeals of decisions concerning removal of street trees that are the responsibility of City departments and to extend the notice period to 30 days for removal of street trees that are the responsibility of private property owners; amending Sections 806 and 807 to require imposition of in lieu fees under specified circumstances; adding Section 810A to define significant trees and establish a regulatory program governing their removal; amending Sections 804, 807, and 808 to make conforming changes regarding significant trees; amending Sections 804, 807, 808, and 810 concerning landmark trees and procedures to designate, nominate, and remove landmark trees; amending Section 811 to create civil penalties and fines and to modify provisions on administrative penalties; requiring the Office of the Legislative Analyst to prepare a report concerning financial incentives related to landmark trees; and making environmental findings.

Note: Additions are *single-underline italics Times New Roman*; deletions are ~~*strikethrough italics Times New Roman*~~. Board amendment additions are double underlined. Board amendment deletions are ~~strikethrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

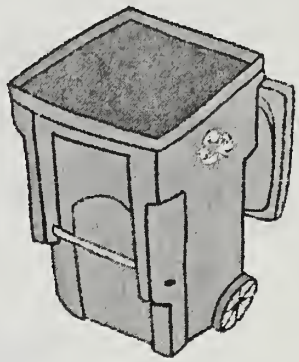
Section 1. Environmental Findings. The Planning Department has determined that the actions contemplated in this Ordinance are in compliance with the California Environmental Quality Act (California Public Resources Code sections 21000 et seq.). Said determination is

SCHOOL: _____

Address: _____

San Francisco Department of the Environment

Food to Flowers! Diversion Assessment



SERVICE INFORMATION

- **Garbage**

  Quantity/Size: _____

  Location: _____

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

- **Cardboard**

  Quantity/Size: _____

  Location: _____

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

- **Recycling**

  Quantity/Size: _____

  Location: _____

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

- **Composting**

  Quantity/Size: _____

  Location: _____

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

  Day:_____ How Full: empty / ¼ / ½ / ¾ / full

- **Notes**

_____

_____

_____

_____

on file with the Clerk of the Board of Supervisors in File No. and is incorporated herein by reference.

Section 2. The San Francisco Public Works Code is hereby amended by amending Sections 801, 802, 803, 804, 806, 807, 808, 809, 810, and 811, to read as follows:

SEC. 801. PURPOSE.

The San Francisco Urban Forestry Ordinance is enacted to further the following public purposes:

(a) To realize the optimum public benefits of trees on the City's streets and public places, including favorable modification of microclimates, abatement of air and noise pollution, reduction of soil erosion and runoff, enhancement of the visual environment, and promotion of community pride;

(b) To integrate street planting and maintenance with other urban elements and amenities, including but not limited to utilities, vehicular and pedestrian traffic, and enhancement of views and solar access;

(c) To promote efficient, cost effective management of the City's urban forest by coordinating public and private efforts within a comprehensive and professional management system;

(d) To reduce the public hazard, nuisance, and expense occasioned by improper tree selection, planting, and maintenance;

(e) To provide for the creation of an equitable, sustained, and reliable means of funding urban-forest management throughout the City;

(f) To create and maintain a unified urban-forest resource, enhancing the City's overall character and sense of place.

(g) To recognize that trees are an essential part of the City's aesthetic environment and that the removal of important trees should be addressed through appropriate public participation and dialogue, including the California Environmental Quality Act (Public Resources Code Sections 21000 et seq.

SEC. 802. DEFINITIONS.

Unless the context specifically indicates otherwise,

(a) "Administrative cost" shall mean 20 percent of the Department's actual replacement cost, or a minimum of $100, whichever is greater.

(b) "City" shall mean the City and County of San Francisco.

(c) "Community Boards" of San Francisco shall mean the neighborhood mediation/dispute settlement service established under the auspices of The Community Board Program, Inc.

(d) "Department" shall mean the Department of Public Works of the City and County of San Francisco.

(e) "Director" shall mean the Director of the Department of Public Works or the Director's designee.

(f) "Ex officio" shall mean a current employee of any City department, or California or federal agency whose appointment to the ~~*Tree Board*~~ *Urban Forestry Council* has been approved by the Director *of the Department of the Environment*.

(g) "Injure" or "injury" shall mean any act which harms or damages a tree, including but not limited to impact, cutting, carving, *painting,* transplanting, or knocking over, and includes but is not limited to the following: injurious attachment of any rope, wire, nail, advertising poster, or other contrivance to any ~~street~~ tree ~~*as set forth in Sections 675 and 675.1 of the Municipal Police Code*~~ subject to the provisions of this Article; intentionally or negligently

allowing any gaseous, liquid, or solid substance that is harmful to a tree to come into contact with a tree; setting fire or intentionally or negligently permitting any fire to burn when such fire or the heat therefrom will injure any part of any tree; pruning which in and of itself will kill or cause a tree to decline; or severing of all or part of a tree.

(h) "In-lieu fee" shall mean a fee deposited into the Adopt-A-Tree Fund and imposed by the Director. The in-lieu fee shall be equal to the replacement value of a tree(s) to be removed or trees that have been destroyed *or as otherwise specified in Section 811*. In the case of trees required to be planted by Section 143 of the City Planning Code, yet excused under Section 143(d) of the Planning Code, the in-lieu fee shall be equal to the City's cost to plant and water a tree for two years.

(i) "Interested San Francisco organization" shall mean a San Francisco organization or individual that has made a written request to the Department for notification of proposed ~~street~~ tree removals in a specified area(s) or neighborhood(s).

(j) "Landmark tree" shall mean a tree so designated pursuant to Section 810 of this Article.

(k) "Landscape material" shall mean any tree, shrub, groundcover or other plant.

(l) "Maintenance" shall mean those actions necessary to promote the life, growth, health, or beauty of a tree. Maintenance includes both routine and major activities. "Routine maintenance" shall include adequate watering to ensure the tree's growth and sustainability; weed control; removal of tree-well trash; staking; fertilizing; routine adjustment and timely removal of stakes, ties, tree guards, and tree grates; bracing; and sidewalk repairs related to the tree's growth or root system pursuant to Section 706 of this Code. "Major maintenance" shall include structural pruning as necessary to maintain public safety and to sustain the health, safety, and natural growth habit of the tree; pest and disease-management procedures

as needed and in a manner consistent with public health and ecological diversity; replacement of dead or damaged trees. *Pruning practices shall be in compliance with International Society of Aboriculture Best* Management *Practices and ANSI Pruning Standards, whichever is more protective of tree preservation.*

(m) "Median strip" shall mean the dividing area in the public way between opposing lanes of vehicular traffic.

(n) "Notice" shall mean written notice by personal delivery or by mailing, either by letter or postal card, postage prepaid to the last known address as the same appears on the City's most recent assessment rolls.

(o) "~~*Nuisance*~~ *Hazard* tree" shall mean any tree that poses an imminent hazard to person or property. The Director may determine that a tree ~~may be deemed~~ is a ~~*nuisance*~~ *hazard* if it or any part of it: (1) appears dead, dangerous, or likely to fall, even after proper maintenance activities are performed to eliminate dead or dangerous parts; (2) obstructs or damages a street, ~~*or*~~ sidewalk, *or other* existing *structure*; (3) harbors a serious disease or infestation threatening the health of other trees; (4) interferes with vehicular or pedestrian traffic; or (5) ~~obstructs official street cleaning activities; or (6)~~ poses any other significant hazard or potential hazard, as determined by the Director; provided, however, that feasible measures have been applied to abate any such hazard, such as applicable maintenance activities listed in Section 802(l) of this Article. The Director's determination shall be in writing.

(p) "Person" shall mean any individual, firm, partnership, association, corporation, company, or organization of any kind.

(q) "Planting" shall mean putting or setting into the ground or into a container to grow and irrigating until self-sufficient.

(r) "Removal" shall mean any intentional or negligent moving, carrying away, elimination or taking away of part or all of a tree.

(s) "Replacement value" shall mean the actual cost to the Department of replacing a tree or landscape material removed or destroyed with a comparable size and species of tree or with comparable landscape material. Certain trees or landscape material, because of their size, species or historical significance, cannot be replaced from available nursery stock. In such case, "replacement value" shall be determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. "Replacement value" shall include the Department's administrative costs.

(t) 'Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) "Significant Tree" shall mean a tree so defined in Section 810A of this Article.

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(~~v~~ow) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

(~~w~~ax) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves. Trees also shall include palm trees.

~~(x) *"Tree Advisory Board" or "Tree Board" shall mean a board of private citizens to be appointed and to perform specific duties as set forth in Section 803 of this Article.*~~

(y) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, ~~and~~ any trees growing on land subject to the jurisdiction of the Department, *and any other trees subject to the provisions of this Article*.

(z) "Urban Forestry Council" shall mean the Urban Forestry Council as established under the Environment Code Chapter 12.

SEC. 803. ~~*TREE ADVISORY BOARD; ESTABLISHMENT; APPOINTMENT*~~ *URBAN FORESTRY COUNCIL*; *ADDITIONAL* POWERS AND DUTIES.

(a) ~~*There is hereby established an advisory board to be known as the Tree Advisory Board consisting of nine private citizens, at least three of whom shall be professionally trained and experienced in a tree-related field. All members of the Tree Board shall serve without compensation. Members shall be appointed by the Director for a term of four years and shall serve at the Director's pleasure. All terms shall commence 30 days after the enactment of this Article. Members may serve successive terms without limitation. At least one member shall be selected from a list of persons nominated by the Director, one from a list nominated by the Mayor, and one from a list nominated by the Board of Supervisors. At least one Department representative shall serve as an ex officio nonvoting member of the Tree Board. Any City agency, State agency, or federal agency may request of the Director an appointment to the Tree Board as an ex officio nonvoting member.*~~

~~*(b) The Tree Board shall meet at least six times a year and shall establish its own operating procedures which, at a minimum, shall meet the public notice, meeting, voting, agenda and other procedural requirements of Section 3.500 of the San Francisco Charter.*~~

~~*(c)*~~ The ~~*Tree Board*~~ *Urban Forestry Council* shall serve in an advisory capacity to the Director or his designee on matters relating to this Article and to tree management in the City. The responsibilities of the ~~*Tree Board*~~ *Urban Forestry Council* may include but shall not be limited to the following:

(1) Studying the problems and determining the needs of the City concerning its street tree planting and maintenance programs, and advising the Director in this regard;

(2) Preparing for the Director an annual report detailing the state of the urban forest;

(3) Recommending to the Director appropriate species of trees to be planted on City streets or other areas under the Department's jurisdiction;

(4) Working with the Community Boards of San Francisco in developing guidelines, standards, and procedures for the mediation of conflicts between property owners over the protection of views, solar access, planting/removal of trees, and other tree-related issues;

(5) Working with the Director concerning the maintenance of an Urban Forestry Management Plan;

(6) Developing and recommending for Board of Supervisors' adoption uniform criteria for ~~establishing~~ designating "landmark" ~~status for~~ trees ~~under the jurisdiction of the Department~~ and uniform criteria, rules, and procedures for the removal of "landmark" trees pursuant to Section 810;

(7) Making recommendations to the Director on appeals of applications for tree removal;

(8) Recommending to the Director information to be distributed to the public concerning the selection, planting, and maintenance of trees throughout the City; and

(~~8~~9) Recommending to the Director desirable City tree programs and activities, including legislation and funding mechanisms.

(b) The Urban Forestry Council shall perform such other duties assigned to it under the Municipal Codes.

SEC. 804. JURISDICTION.

(a) Department's Jurisdiction. The Department shall have jurisdiction over the planning, planting, maintenance, and removal of trees in any street or other public right-of-way as defined in Section 244 of this Code; over any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way; over trees and other landscape material in other public spaces under the jurisdiction of the Department; ~~*and*~~ over ~~*nuisance*~~ *hazard* trees on private property ~~only~~ as specified in Section 809 and 810A of this Article*; over landmark trees as specified in Section 810*; and over significant trees as specified in Section 810A.

SEC. 806. PLANTING AND REMOVAL OF STREET TREES.

(a) Planting and Removal by the Department.

(1) Planting. The Department may determine to plant a new tree(s) in a sidewalk or public right-of- way. When the Department determines to plant a new street tree(s), the Department will undertake maintenance responsibility for such new street tree and shall send a courtesy notice to the abutting property owner prior to planting such new tree. Any objections to the proposed work must be submitted to the Director in writing and postmarked within 30 days after notice by the Director. The Director shall consider such objections and may hold a hearing, in the Director's discretion. The Director's decision on the matter shall be final and nonappealable.

(2) Removal of Street Trees. No street tree shall be cut down or removed by the Department unless:

(A) The Department gives 30 days' prior written notice to the owner of the property abutting the affected tree; and

(B) Thirty days prior to the removal date, the Department notifies all interested San Francisco organizations ~~and owners~~ and, to the extent practical, all owners and occupants of properties that are on or across from the block face where the affected tree is located. In addition, 30 days prior to the removal date, the Department shall post a notice on the affected tree.

(3) Appeal of Tree Removal.

(A) If within 30 days after the giving of notice for street tree removal, as specified in Subsection (a)(2), or if within 15 days after the giving of notice for removal of a ~~*nuisance*~~ *hazard* street tree, as specified in Subsection (a)(4), any person files with the Department written objections to the removal, the Director shall hold a hearing to consider public testimony concerning the proposed tree removal. Written notice of the date, time and place of the hearing shall be posted on the affected tree, provided in a newspaper of general circulation, and sent to the objecting party, the owner of the property abutting the affected tree, and all interested San Francisco organizations, not less than seven days prior thereto.

(B) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(C) The Director's decision shall be final and ~~nonappealable~~appealable to the Board of Appeals.

(4) Removal of ~~*Nuisance*~~ *Hazard* Street Trees.

(A) No ~~*nuisance*~~ *hazard* street tree shall be cut down or removed by the Department unless:

(i) The Department gives 15 days' prior written notice to the owner of the property abutting the affected tree; and

(ii) Fifteen days prior to the removal date, the Department notifies all interested San Francisco organizations ~~and owners~~ and, to the extent practical, owners and occupants of properties that are on or across the block face where the affected tree is located. In addition, 15 days prior to the removal date, the Department shall post a notice on the affected tree.

(B) ~~*Nuisance*~~ *Hazard* street tree shall have the same meaning as "~~*nuisance*~~*hazard* tree" in Section 802(o) except that a ~~*nuisance*~~ *hazard* street tree is located within the public right-of-way and is the maintenance responsibility of the Department.

(5) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director, the Department may remove any street tree immediately. After such emergency removal, the Department shall ~~make a reasonable effort to notify owners~~ provide notice of the necessity for such action to the owner of the property abutting the affected tree, all interested San Francisco organizations and, to the extent practical, all owners and occupants of properties that are on or across from the block face where the affected tree was removed ~~and interested San Francisco organizations of the necessity for such action~~.

(b) Planting and Removal by Persons Other Than the Department.

(1) Planting and Removal Permits. It shall be unlawful for any person to plant or to remove any street tree without a valid permit for such work issued by the Department. All permits for the planting or removal of street trees issued by the Director for residential properties shall be recorded on the Report of Residential Building Records in accordance with Section 351 of the Housing Code. All work associated with a street tree permit must be completed within six months of issuance, unless an extension has been granted by the Department.

(2) Planting. An abutting property owner who desires a permit to plant a street tree shall apply to the Department on the designated form. If approved by the Director, a permit to plant the specified species of tree(s) shall be issued to the applicant. There shall be no administrative fee imposed for a permit to plant a street tree unrelated to property development. The Director's decision on a street tree planting permit shall be final and appealable to the Board of Appeals.

(3) Removal.

(A) An abutting property owner who desires a permit to remove a street tree shall apply to the Department on the designated form. Such application must be accompanied by an administrative fee in accordance with a fee schedule adopted by the Director. The Department may grant or deny the permit in accordance with the following procedures and requirements. If the Department grants a tree removal permit, it ~~may~~ shall require that another street tree be planted in the place of the removed tree or impose an in-lieu fee unless it makes written findings detailing the basis for waiving this requirement.

(B) Thirty days prior to the removal date, the Department shall give notice to all interested San Francisco organizations and, to the extent practicable, the owners and occupants of properties that are on or across from the block face or adjacent to where the affected tree is located. In addition, ~~10~~30 days prior to the removal date, the Department shall post a notice on the affected tree. If within ~~10~~30 days after the giving of such notice any person files with the Department written objections to the removal, the Director shall hold a hearing prior to removing the tree. Written notice of the date, time and place of the hearing shall be posted on the affected tree and sent to the objecting party and all interested San Francisco organizations not less than seven days prior thereto.

(C) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(D) The Director's decision shall be final and appealable to the Board of Appeals.

(c) Planting and Removal by City Agencies, Commissions, or Other Departments. If a City agency, commission, or department other than the Department of Public Works desires to plant or remove a street tree, such agency, commission, or department shall be subject to the provisions of Subsection (b); provided, however, that for purposes of street tree removal, the notice and procedures for Director's hearings set forth in Subsections (a)(2) and (a)(3)~~(A) and (B)~~ shall apply.

SEC. 807. DEPARTMENT OF PUBLIC WORKS URBAN FORESTRY PROGRAM; POWERS AND DUTIES.

(a) Arterial Planting Program. The Department shall continue its program of appropriate street tree planting along major traffic routes and commercial streets throughout the City.

(b) Neighborhood Planting Program. The Department shall continue to encourage and support neighborhood planting programs. Support may include, but need not be limited to, provision of trees and materials, sidewalk cutting and removal, planting labor, technical advice, and organizational assistance. The Department is hereby authorized to donate such funds, materials and labor to neighborhood planting programs as are deemed by the Director to be in the public interest and in the interest of the promotion of the urban forest.

(c) Public Education. The Department shall undertake an on-going program of public outreach and education in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Article.

(d) Authority over Site Development Plans.

(1) The Department shall have the authority to review and comment on site development plan applications received by the City's Central Permit Bureau that pertain to the planting, alteration, or removal of street trees. The Department shall also have the authority to review and comment on site development plan applications that pertain to the alteration or removal of landmark trees designated pursuant to Section 810(a) of this Article and significant trees pursuant to Section 810A of this Article. Protection of such trees during construction shall be required in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the applicable rules and procedures for removal set forth in Section 806, 810, or 810A of this Article.

(2) If the Zoning Administrator modifies or waives the requirements of Planning Code Section 143 pursuant to Planning Code Section 143(d), the Department ~~may~~shall impose an in-lieu fee of the property owner so excused. Further, if a property owner is required to plant a street tree pursuant to Planning Code Section 143, the Department ~~can~~shall require that the property owner maintain such tree or replace any such tree that subsequently dies or is removed by any person, or pay an in-lieu fee. The Department shall follow the requirements set forth herein for tree replacement or payment of an in-lieu fee unless it makes written findings detailing the basis for waiving said requirements.

(e) Adopt-A-Tree Fund. Pursuant to Section 10.117-77 of the Administrative Code, the Department shall maintain an Adopt-A-Tree Fund to enhance the urban forestry program.

(f) In-Lieu Planting Program. The Department shall develop and implement an In-Lieu Planting Program to offset the loss of street trees, significant trees, *and landmark trees* due to removal, destruction, or death. The In-Lieu Planting Program shall also compensate for the loss of trees required to be planted by Section 143 of the Planning Code, yet excused by the

Zoning Administrator pursuant to Planning Code Section 143(d). The Department ~~may~~shall impose an in-lieu fee in accordance with a fee schedule adopted by the Director where a street tree is destroyed, removed or is excused from planting where otherwise required by Planning Code Section 143. The Department ~~may~~ also shall assess an in-lieu fee *or such other penalty as set forth in Section 811* as mitigation for violation of the requirements of this Article. The Department shall follow the requirements set forth herein for payment of an in-lieu fee unless it makes written findings detailing the basis for waiving said requirements. *As set forth in Section 811, in*~~*In*~~-lieu fees shall be deposited in the Adopt-A-Tree Fund.

(g) Tree Adoption Program. The Department shall develop and implement a tree adoption program to allow persons to donate money for the purpose of tree planting and maintenance. Money donated to the City and County for the purpose of tree planting and maintenance shall be deposited into the Adopt-A-Tree Fund.

SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL.

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, ~~or~~ any tree on City property, a significant tree, *or a landmark tree*. Removal of a tree under City order or removal in accordance with a permit issued pursuant to Section 806, 810, *or 810*A of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking

steps to protect street trees, significant trees, *and landmark trees* from damage, including damage caused by soil compaction or contamination, excavation, or placement of concrete or other pavement or foundation material. If excavation, construction, or street work is planned within the dripline of a significant tree, a~~All~~ *landmark* trees or a tree on any street or other publicly owned property ~~*near* any excavation, construction, or street work~~ said tree(s) shall be adequately protected. If any construction work results in the injury or damage to such trees, the responsible party(ies) may be subject to the penalties set forth in Section 811 of this Article.

SEC. 809. ~~*NUISANCE*~~ *HAZARD* TREES; ABATEMENT.

(a) Notice to Property Owner(s). Upon a finding by the Director that a tree on private property or a street tree for which a property owner is responsible is a "~~*nuisance*~~ *hazard* tree" as defined herein, the Director shall provide notice to the property owner(s) which describes the condition creating the ~~*nuisance*~~ *hazard*, the actions required to be taken to abate the ~~*nuisance*~~ *hazard*, and the date by which compliance must be completed. Required action may include replacement or removal of the tree in accordance with applicable requirements and procedures provided in this Article for removal of the subject tree. In cases of extreme danger, as determined by the Director, the Director may require immediate compliance.

(b) Director of Public Works To Abate ~~*Nuisance*~~ *Hazard* if Owner Fails To Do So. If the responsible property owner does not undertake in a timely manner the abatement action, as required by said notice, the Director may perform necessary work to abate the ~~*nuisance*~~*hazard*. The cost of such abatement, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible property owner(s) to the City.

(c) Method of Enforcement and Collection of Lien. The Department shall send notice of assessment of costs to the responsible property owner. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4-706.7 of this Code. Enforcement and collection of liens for costs associated with ~~*nuisance*~~*hazard* tree abatement shall be in accordance with Sections 706.4-706.7 of this Code, except that all monies received in payment of such liens, *with the exception of enforcement costs,* shall be credited to the Adopt-A-Tree Fund.

SEC. 810. LANDMARK TREES.

(a) Designation Criteria. ~~With the advice of the Tree Board and following a public hearing, the Director shall adopt criteria for the designation of landmark trees, which criteria shall include consideration of the age, size, shape, species, location, historical association, visual quality, or other contribution to the City's character. Upon the recommendation of the Director, the Board of Supervisors may designate as a "landmark tree" any street tree or any tree on property under the jurisdiction of the Department meeting the criteria adopted by the Director, or may rescind such designations. Any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing.~~

~~(b) Advise the Zoning Administrator. Upon request by the Zoning Administrator, the Director shall advise the Zoning Administrator regarding landmark trees on a proposed construction site. The Department shall propose measures to protect landmark trees on a construction site against damage to trunk, roots, and branches.~~

~~(c) Removal; Special Permit Required. Except in the case of manifest danger and immediate necessity, landmark trees shall be removed only upon a determination of the Board of Supervisors following a public hearing. The Director shall issue criteria governing such determinations. If the Board of Supervisors determines that removal of a landmark tree is necessary or permissible, it may impose such reasonable conditions on the permit for removal as it deems necessary to compensate for the loss of the tree, including but not limited to the replacement value of the tree, and administrative costs, or contribution to the Adopt-A-Tree Fund. Any person seeking permission to remove a landmark tree must pay all costs related to the Board of Supervisors hearing.~~ The Urban Forestry Council shall develop and recommend for adoption by the Board of Supervisors uniform criteria for the designation of landmark trees, which criteria shall include consideration of the age, size, shape, species, location, historical association, visual quality, or other contribution to the City's character, as set forth Section 810(f)(4)(A)-(E) below. Upon adoption by the Board of Supervisors, the designation criteria shall apply to all trees within the territorial limits of the City and County of San Francisco. Pending adoption of criteria for designation of landmark trees, the Urban Forestry Council, affected City departments, and the Board of Supervisors shall rely on the general criteria set forth in Section 810(f)(4)(A)-(E).

(b) Designation Process.

(1) Nominations. A tree may be nominated for designation as a landmark tree by any of the following parties: (i) the property owner whose property contains the subject tree by a written request to the Urban Forestry Council; (ii) the Board of Supervisors, Planning Commission, or Landmarks Preservation Advisory Board by adoption of a resolution of intent to nominate a tree for landmark status; or (iii) the director of any City agency or

department by filing a nomination letter with the Urban Forestry Council. Each tree nominated for landmark tree status shall be the subject of a separate individual nomination.

(2) Content of Nominations. Nominations shall be made in writing to the Urban Forestry Council and shall include the basis for the nomination, which may address one or more of the adopted designation criteria, including the factors listed below in Section 810(f)(4)(A)-(E) below; the lot, assessor's block, and street address of the subject property; one or more pictures of the tree; and any other information that the nominating property owner or entity believes would be pertinent to the nomination.

(3) Urban Forestry Council Hearing and Determination. The Urban Forestry Council shall hold a public hearing on a nomination within 60 days of receipt of a completed nomination request, and shall determine whether the tree qualifies as a landmark tree pursuant to the adopted designation criteria. After the conclusion of the public hearing, the Urban Forestry Council shall adopt written findings that specify the basis for its decision to approve or reject the nomination and shall forward these findings to the applicant for the nomination and the affected property owner. If the Urban Forestry Council determines that the subject tree meets the adopted designation criteria, it shall forward said decision to the Director, as to a tree on private property, or to the subject City agency, commission or department, as to a tree on City-owned property. If the Urban Forestry Council rejects the nomination, the Council shall not accept a new request for the subject tree for three years from the date of its decision. If the Urban Forestry Council determines that a tree qualifies as a landmark tree, its written findings on the nomination shall be forwarded, along with any recommendations of relevant City agencies, commissions or departments, to the Board of Supervisors for its consideration pursuant to Section 810(b)(4) of this Article. If the Urban Forestry Council fails to forward said findings to the Board of Supervisors within 90 days of

the Urban Forestry Council's receipt of the nomination request, the Board of Supervisors may, in its discretion, schedule a public hearing on the nomination, in which event, the failure of the Urban Forestry Council to forward said findings within the 90 day period shall constitute its approval of the nomination.

(4) Designation. Upon the recommendation of the Urban Forestry Council, the Board of Supervisors may designate as a "landmark tree" any tree within the territorial limits of the City and County of San Francisco that meets the adopted designation criteria, or may rescind such designations. If the Urban Forestry Council does not issue findings in a timely manner pursuant to Subsection (b)(3), the Board of Supervisors shall adopt its own findings as part of the designation of a landmark tree.

(c) Landmark Tree Designation Recorded Notice and Official Book. Upon Board of Supervisors designation of a landmark tree, the Department or affected agency shall record a notice on the subject property concerning the landmark tree. The Department also shall record the landmark tree designation in an official book entitled Landmark Trees. If the landmark tree is a street tree under the maintenance responsibility of the Department, the Department shall record the landmark tree designation in a separate section of the Landmark Tree book that is reserved for those landmark trees under the maintenance responsibility of the Department. The Department shall maintain this book for public review and update it on a regular basis with the assistance of affected agencies.

(d) Temporary Designation of Landmark Tree Status. At the time a member of the Board of Supervisors introduces a resolution of intent to initiate a nomination and submits to the Clerk of the Board of Supervisors the information required for a landmark tree nomination request as set forth in Section 810(b)(2), the subject tree shall be temporarily designated as a landmark tree ("temporary designation") and be subject to the provisions governing landmark

trees set forth herein while proceedings are pending on the landmark tree designation. At the time the Planning Commission or Landmarks Preservation Advisory Board adopts a resolution of intent to initiate a nomination, temporary designation of the subject tree shall occur. If the Director of the Department or the director of any other City agency, commission or department initiates landmark tree designation, temporary designation shall occur when the Urban Forestry Council adopts a resolution determining that the subject tree qualifies for landmark tree status. In addition, the Director of the Department shall have the authority to issue an emergency order that temporarily designates a tree on private property or on any property under the jurisdiction of the Department to prevent the immediate removal of a tree. Upon initiation of a nomination pursuant to this Section, the entity initiating nomination shall immediately inform the Director who shall immediately cause a notice to be provided to the relevant department or private property owner informing them of the special permit and approval requirements pursuant to Section 810(f). If 180 days have elapsed from the date of temporary designation and final action on landmark tree designation has not been completed, the temporary designation status for the subject tree shall expire unless the Board of Supervisors adopts a resolution to extend the temporary designation. Such extension shall not exceed 90 additional days. Although the subject tree ultimately may be designated as a landmark tree sometime after expiration of temporary designation status, once the temporary designation has expired, the affected tree shall not be subject to a new temporary designation for at least two years from the date of temporary designation. If the Urban Forestry Council rejects a nomination under subsection (b)(3), the temporary designation shall automatically terminate.

(e) Zoning Administrator. The Zoning Administrator shall be required to identify designated landmark tree(s) on proposed development or construction sites and to notify the

Urban Forestry Council and the Department or affected City agency, commission or department. The Zoning Administrator and the Department or such other City Agency, commission or department with jurisdiction, shall be required to impose measures to protect such landmark trees on a construction site against damage to trunk, roots, and branches in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the rules and procedures for removal of landmark trees provided in this Section.

(f) Removal Criteria and Procedures.

(1) Removal Criteria. The Urban Forestry Council shall develop and recommend for adoption by the Board of Supervisors uniform criteria, rules, and procedures governing determinations to remove landmark trees. Removal criteria shall require consideration and written findings on all of the factors related to the landmark tree as set forth in Section 810(g)(4), below, and shall not authorize the removal of a landmark tree unless the it constitutes a hazard tree pursuant to Section 802(o). Public notice, in accordance with the requirements of Section 806(a)(2), and a hearing shall be required.

(2) Removal on Private Property; Special Permit Required. A property owner who desires a permit to remove a landmark tree shall apply to the Department on the designated form. Such application must be accompanied by an administrative fee in accordance with a fee schedule adopted by the Director. Except in the case of manifest danger and immediate necessity, landmark trees on private property shall be removed only after the Director's determination and issuance of a permit, following a public hearing. If the Director determines that removal of a landmark tree is necessary or permissible in accordance with the adopted removal criteria, the Director may impose such reasonable conditions on the permit for removal as he or she deems necessary to compensate for the loss of the tree, including but not limited to the replacement value of the tree, administrative

costs, and contribution to the Adopt-A-Tree Fund. The Director's determination shall be final and appealable to the Board of Appeals. Any person seeking permission to remove a landmark tree must pay all costs related to the permit process and public hearings. Pending adoption of criteria for removal of landmark trees, the Department shall rely on the general criteria set forth in Section 810(f)(4)(A)-(F).

(3) Removal on City-owned Property; Special Approval Required. Removal of a landmark tree(s) on City property under the jurisdiction of any City agency, commission, or department shall be subject to the criteria, rules, and procedures adopted by the Board of Supervisors pursuant to Section 810(f)(1), above, including the process for public notice and a hearing prior to removal of the tree. After following said criteria, rules, and procedures, the subject City agency, commission, or department shall make its decision on removal of a landmark tree(s). Such decision is final and nonappealable. Pending the Board of Supervisor's adoption of the criteria, rules, and procedures pursuant to Section 810(f)(1), the agency, commission, or department shall follow the general criteria of Subsection (f)(4)(A)-(F) and similar rules and procedures for removal of street trees as set forth in Section 806(c) and for removal of hazard trees as set forth in this Section 806(a)(4). This Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(4) Required Findings. As part of any determination that authorizes removal of any landmark tree, the City entity making such determination shall, in addition to the adopted removal criteria, consider and make written findings on each of the following factors related to the tree:

(A) Size, age, and species;

(B) Visual characteristics, including the tree's form and whether it is a prominent landscape feature;

(C) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(D) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier;

(E) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, provides shade or other benefits to multiple properties, and is visually accessible from the public right-of-way; and

(F) One or more criteria that qualify the tree as a hazard tree pursuant to Section 802(o).

(5) Emergency Removal on Private Property. In the case of manifest danger and immediate necessity, as determined by the Director, the Director may remove or require the responsible owner(s) to remove a landmark tree immediately. After such emergency removal, the Director shall provide written notice of the necessity for such action to the Board of Supervisors and the Urban Forestry Council and shall also provide such notice to all interested San Francisco organizations and, to the extent practical, to the owners and occupants of properties that are on or across from the block face where the affected tree was removed. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(6) Emergency Removal on City-owned Property. In the case of manifest danger and immediate necessity, as determined by the director or general manager of the subject agency, commission, or department, the subject agency, commission, or department may remove a landmark tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall provide written notice of the necessity of such action to the Board of Supervisors, Urban Forestry Council and Department of Public Works and shall also provide such notice to all interested San Francisco organization and, to the extent practical, the owners and occupants of properties that are on or across from the block face where the affected tree was removed. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(g) If a landmark tree(s) has been designated as part of a local historic district or landmark under Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 in addition to the requirements of Subsection 810(f) above. In the case of a conflict between Section 810(f) and the Article 10 designation, the more restrictive provisions shall apply.

SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, ~~and~~ 810(~~c~~f)(1), and 810A(b) of this Article shall be chargeable as an infraction or a misdemeanor. Every violation determined to be an infraction is punishable by a fine of $200 for a first violation and $400 for each additional violation within one year. Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) ~~*Administrative*~~ Civil Penalties *and Fees*.

(1) The Director may call upon the City Attorney to maintain an action for injunction to restrain or summary abatement to cause the correction or abatement of the violation of this Article, and for assessment and recovery of a civil penalty and reasonable attorney's fees for such violation.

(2) Any person who violates this Article may be liable for a civil penalty, not to exceed $500 for each day such violation is committed or permitted to continue, which penalty shall be assessed and recovered in a civil action brought in the name of the people of the City by the City Attorney in any court of competent jurisdiction. In assessing the amount of the civil penalty, the court may consider any one or more of the relevant circumstances presented by any of the parties to the case, including, but not limited to, the following: the nature and seriousness of the misconduct, the number of violations, the persistence of the misconduct, the length of time over which the misconduct occurred; and the wilfulness of the defendant's misconduct. The City Attorney also may seek recovery of the attorneys' fees and costs incurred in bringing a civil action pursuant to this Section.

(c) Administrative Penalties.

(1) In addition to the penalties set forth in Subsection*s* (a) *and (b)* above, *the Director may require* any person who removes, ~~damages~~injures, or destroys a tree in violation of the provisions of this Article ~~*shall*~~ *to* pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value *as set forth in the current edition of the Guide for Plant Appraisal (Council of Tree and Landscape Appraisers). In no case shall the administrative penalty be less than $500 per violation. When one or more additional violations occur within one year of the first violation, the Director may assess a responsible party double the tree's replacement value or the diminishment of the tree's value. Depending on the nature and seriousness of the misconduct, including unpermitted removal of or damage to a landmark* or significant *tree; the number of violations; the persistence of the misconduct; the length of time over which the misconduct occurred;*

or the wilfulness of the defendant's misconduct, the Director may assess additional penalties in excess of the amounts specified above. In addition to the administrative penalty assessed pursuant to this Section, the Director may assess enforcement costs to cover the reasonable costs incurred in enforcing the administrative penalty, including reasonable attorneys' fees. Any and all amounts paid or collected pursuant to this subsection, *with the exception of enforcement costs,* shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative ~~*civil*~~ penalties to the responsible ~~*property owner*~~ *party*. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with ~~*nuisance*~~ *hazard* tree abatement shall be in accordance with Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens *with the exception of enforcement costs,* shall be credited to the Adopt-a-Tree Fund.

Section 3. The San Francisco Public Works Code is hereby amended by adding Section 810A, to read as follows:

SEC. 810A. SIGNIFICANT TREES.

(a) Definition. For purposes of this Section, a significant tree shall be a tree: (1) on property under the jurisdiction of the Department of Public Works or (2) on privately owned-property with any portion of its trunk within 10 feet of the public right-of-way, and (3) that satisfies at least one of the following criteria: (a) a diameter at breast height (DBH) in excess of twelve (12) inches, (b) a height in excess of twenty (20) feet, or (c) a canopy in excess of

fifteen (15) feet. The Director may deem a significant tree a hazard tree if such tree satisfies the provisions of Section 802(o). A landmark tree shall not be treated as a significant tree even if the landmark tree meets one or more of the abovementioned criteria. A landmark tree shall be governed by the provisions of Section 810.

(b) Removal; Requirements.

(1) Removal of a significant tree(s) on privately-owned property shall be subject to the rules and procedures governing permits for removal of street trees as set forth in Section 806(b).

(2) Removal of a significant tree(s) that are the responsibility of the Department shall be subject to the rules and procedures governing permit for Departmental removal of street trees as set forth in Section 806(a).

(3) If the Director determines that a significant tree is a hazard tree, this Article's provisions applicable to removal of a hazard tree shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director in writing, the Director may remove or require the responsible owner(s) to remove a significant tree immediately. After such emergency removal, the Department shall provide written notice to all interested San Francisco organizations and, to the extent practical, owners and occupants of properties that are on or across from the block face where the affected tree was removed of the necessity for such action. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a significant tree pursuant to this Subsection is not subject to Subsection (c) below.

(c) As part of the Director's determination to authorize removal of a significant tree, the Director shall consider the following factors related to the tree:

(1) Size, age, and species;

(2) Visual and aesthetic characteristics, including the tree's form and whether it is a prominent landscape feature or part of a streetscape;

(3) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(4) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier;

(5) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, or provides shade or other public benefits;

(6) Whether the tree constitutes a hazard tree as set forth in Section 802(o); and

(7) Whether the tree has been maintained as set forth in Section 802(l).

(d) Zoning Administrator. The Zoning Administrator shall be required to identify significant tree(s) on proposed development or construction sites and to notify the Department. The Zoning Administrator and the Department shall be required to impose measures to protect such significant trees on a construction site against damage to trunk, roots, and branches in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the rules and procedures for removal of significant trees provided in this Section.

Section ~~3~~4. This section is uncodified.

(a) The powers and duties of the Tree Advisory Board, set forth in Public Works Code Section 803, pursuant to the Board of Supervisors Ordinance No. 165-95, Clerk of the Board of Supervisors File No. , are transferred to the Urban Forestry Council pursuant to this Ordinance, and the Tree Advisory Board is hereby dissolved.

(b) The Office of the Legislative Analyst shall prepare a report to the Board of Supervisors on all possible financial incentives, including, but not limited to, tax credits, tax rebates, and subsidized tree care, for residents or businesses whose properties contain designated landmark trees.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

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draft

Thursday, January 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

DOCUMENTS DEPT.

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1. **CALL TO ORDER AND ROLL CALL**: Chair Sacamano called the meeting to order at 4:20 p.m. Present: Planning Committee Members: Costello, Habert, Rodgers, and Sacamano. Excused: Council Member Fisher.

2. **ACTION**: Adoption of minutes of the December 15, 2005 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Council Member Rodgers and second by Council Member Costello, the Minutes of the December 15, 2005 Regular Meeting were adopted with no objection (AYES: Council Members Costello, Habert, Rodgers, and Sacamano; Absent: Council Member Fisher). There was no public comment at this time. (Explanatory Document: December 15, 2005 Approved Minutes (Word)) http://sfgov.org/site/sfenvironment_page.asp?id=36586.

3. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members discussed approving and possibly expanding the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Jan06 (PDF))
http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Urban%20ForestPlandraftJan06.pdf.

   At the January 13, 2006 Urban Forest Council Meeting, members agreed to send their comments on the Urban Forest Plan draft Jan-06 to the Urban Forest Coordinator so that comments could be discussed at the Planning Committee meetings of January 19th and February 16th. The Planning Committee would then discuss incorporating the comments and revisions to the Plan and then bring it before the Urban Forest Council for their consideration and adoption at the February 28, 2006 Urban Forest Council meeting. After adoption, the Plan would be forwarded to the

Planning Department to incorporate into the Urban Forest section of the City and County of San Francisco's General Plan.

The Planning Committee's comments on the Plan and public comment by Urban Forest Council Member Blair included:

- Page 9, Table 3, the heading "Private" should be changed to "Private and other Public Agency";
- Page 8, line 3, "This compares to 5% in Los Angeles" is incorrect;
- Reference to "most of the trees are maintained by DPW" is incorrect;
- Add a "Next Steps" section after "Working the Plan" on page 17;
- Add a Prospectus at the beginning of the Plan;
- Page 8, last line "In contrast, street trees in Districts 1 and 5 are evenly divided between public and private management" is an incorrect statement;
- Question on the accuracy of the total street tree number.

Public Comment: Mr. Allen Grossman indicated that he forwarded comments on the Plan to the Urban Forest Coordinator and recommended including in the beginning of the Plan a section so that the reader can understand the reason for the Plan, what it is supposed to cover, and what the process is within the organization and other agencies. Suggestions were to (1) include the section of the Ordinance requiring an Urban Forest Plan that sets out the general parameters of the Plan, (2) add a reference that other affected City agencies have been sent a copy of the Plan; (3) position Table 3 as an Appendix; (4) quantify and add a timeline to the section that talks about the number of trees for every five residents and raising the canopy cover from 12% to 15%; (5) indicate the location of the 668,000 trees in the City (street, backyard, Presidio, etc.); (6) shorten the report length and add graphics; and (7) indicate City priorities in reference to trees and funding issues.

Committee Members stated that comments would be forwarded to the Urban Forest Coordinator to compile for the February 16 Planning Committee meeting.

4. **DISCUSSION**: Landmark Tree Ordinance. Committee members discussed the role of the Urban Forest Council in developing criteria, procedures and forms for administration of the ordinance (Explanatory document: Landmark Ordinance 121905 (Word)) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/LandmarkOrdinance121905.doc.

Committee members discussed the process for developing uniform criteria for landmark tree designation as instructed in Section 810, LANDMARK TREES. (A) Designation Criteria. It was agreed that terms to be considered for the categories such as age, size, shape, species, location, etc. should be defined. Recommendations that were made:

- Request that the Urban Forestry Council Coordinator and Associate begin defining terms, e.g. what represents rare, historic, large, etc. and to collect data from literature and other cities to bring to the February 16 Planning Committee meeting for discussion. A first draft would then be presented to the Urban Forest Council at their February 28 meeting for discussion. Member Sacamano asked to review information presented to the Committee at a previous meeting called "The Significant Tree and Evaluation Criteria" form and "A Comparison of 12 Tree Preservation Ordinances and Suggestions for San Francisco's Urban Forestry Ordinance."

- Develop a one-sheet form with checkboxes for the Urban Forestry Council's use in determining how a tree meets designation criteria and then do a field test;

- Request that the Urban Forestry Council Coordinator develop a nomination form as indicated in Section 810(b)(1).

Public Comment: Ms. Carolyn Blair suggested the ISA Heritage Historic Landmark Trees point system be used for determining designation criteria and would forward a copy to the Urban Forestry Council Coordinator.

The Planning Committee discussed a letter drafted by the Urban Forestry Council Coordinator (distributed at the Committee meeting) to the Board of Supervisors and recommended revisions that included:

- Change the letter date to the correct date.

- Recommended that the letter read "The Urban Forestry Council is prepared to act expeditiously to ensure adoption of uniform criteria for designating ... introduced by Supervisor McGoldrick and passed on January __, 2006." Confirm whether the reference in the first paragraph, third line should be to the title on Supervisor McGoldrick's ordinance File 051458 or should read "in accordance with Urban Forestry Ordinance Revisions."

- Remove the first sentence in the second paragraph "Furthermore, the Council can give any necessary advice on procedures for "significant" trees."

The Committee requested that the Deputy City Attorney be consulted as to whether the Council Chair could legally issue the above referenced letter.

Explanatory Documents Received in Committee: Draft Letter to the Board of Supervisors (PDF) http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/DraftLtrtoBoardofSups011906Mtg.pdf and City Tree Ordinances (PDF) http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/CityTreeOrdinances.pdf.

Member Costello discussed his concern that the Board of Supervisors took action on adopting the revised Ordinance that included Supervisor Peskin's significant amendments without waiting for recommendations from the Urban Forestry Council. The Planning Committee members would ask the Urban Forestry Coordinator to approach the Board of Supervisors for clarification of the role of the Urban Forestry Council.

5. **DISCUSSION**: New Business: Member Sacamano discussed the plan for Arbor Day and indicated that it is tentatively scheduled for the week leading up to March 18 and the main date would be March 18.

6. **FUTURE AGENDA ITEMS:** Future agenda items discussed were to schedule the Urban Forest Plan updates and developing criteria for the Landmark tree ordinance.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Public Comment: Ms. Carolyn Blair, San Francisco Tree Council asked (1) how Supervisor McGoldrick decided to create a landmark ordinance and whether his legislation versus Supervisor Daly's significant tree ordinance was voted on by the Council and when. Ms. Blair was advised to contact Supervisor McGoldrick's office for clarification of the process; (2) if the Council communicated to the Board that it wanted to remove any significant tree legislation and stated that if so, the Council was given an opportunity to submit their recommendations. Member Sacamano stated that the Council voted on Supervisor Daly's legislation, but did not have an opportunity to vote on Supervisor Peskin's amendments.

8. **ADJOURNMENT:** The meeting adjourned at 6:15 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, February 16, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted:

SF Environment
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

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Thursday, January 19, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

1. **CALL TO ORDER AND ROLL CALL**: Chair Sacamano called the meeting to order at 4:20 p.m. Present: Planning Committee Members: Costello, Habert, Rodgers, and Sacamano. Excused: Council Member Fisher.

2. **ACTION**: Adoption of minutes of the December 15, 2005 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Council Member Rodgers and second by Council Member Costello, the Minutes of the December 15, 2005 Regular Meeting were adopted with no objection (AYES: Council Members Costello, Habert, Rodgers, and Sacamano; Absent: Council Member Fisher). There was no public comment at this time. (Explanatory Document: December 15, 2005 Approved Minutes (Word)) http://sfgov.org/site/sfenvironment_page.asp?id=36586.

3. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members discussed approving and possibly expanding the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Jan06 (PDF))
http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Urban%20ForestPlandraftJan06.pdf.

   At the January 13, 2006 Urban Forest Council Meeting, members agreed to send their comments on the Urban Forest Plan draft Jan-06 to the Urban Forest Coordinator so that comments could be discussed at the Planning Committee meetings of January 19th and February 16th. The Planning Committee would then discuss incorporating the comments and revisions to the Plan and then bring it before the Urban Forest Council for their consideration and adoption at the February 28, 2006 Urban Forest Council meeting. After adoption, the Plan would be forwarded to the

Planning Department to incorporate into the Urban Forest section of the City and County of San Francisco's General Plan.

The Planning Committee's comments on the Plan and public comment by Urban Forest Council Member Blair included:

- Page 9, Table 3, the heading "Private" should be changed to "Private and other Public Agency";
- Page 8, line 3, "This compares to 5% in Los Angeles" is incorrect;
- Reference to "most of the trees are maintained by DPW" is incorrect;
- Add a "Next Steps" section after "Working the Plan" on page 17;
- Add a Prospectus at the beginning of the Plan;
- Page 8, last line "In contrast, street trees in Districts 1 and 5 are evenly divided between public and private management" is an incorrect statement;
- Question on the accuracy of the total street tree number.

Public Comment: Mr. Allen Grossman indicated that he forwarded comments on the Plan to the Urban Forest Coordinator and recommended including in the beginning of the Plan a section so that the reader can understand the reason for the Plan, what it is supposed to cover, and what the process is within the organization and other agencies. Suggestions were to (1) include the section of the Ordinance requiring an Urban Forest Plan that sets out the general parameters of the Plan, (2) add a reference that other affected City agencies have been sent a copy of the Plan; (3) position Table 3 as an Appendix; (4) quantify and add a timeline to the section that talks about the number of trees for every five residents and raising the canopy cover from 12% to 15%; (5) indicate the location of the 668,000 trees in the City (street, backyard, Presidio, etc.); (6) shorten the report length and add graphics; and (7) indicate City priorities in reference to trees and funding issues.

Committee Members stated that comments would be forwarded to the Urban Forest Coordinator to compile for the February 16 Planning Committee meeting.

4. **DISCUSSION**: Landmark Tree Ordinance. Committee members discussed the role of the Urban Forest Council in developing criteria, procedures and forms for administration of the ordinance (Explanatory document: Landmark Ordinance 121905 (Word)) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/LandmarkOrdinance121905.doc.

Committee members discussed the process for developing uniform criteria for landmark tree designation as instructed in Section 810, LANDMARK TREES. (A) Designation Criteria. It was agreed that terms to be considered for the categories such as age, size, shape, species, location, etc. should be defined. Recommendations that were made:

- Request that the Urban Forestry Council Coordinator and Associate begin defining terms, e.g. what represents rare, historic, large, etc. and to collect data from literature and other cities to bring to the February 16 Planning Committee meeting for discussion. A first draft would then be presented to the Urban Forest Council at their February 28 meeting for discussion. Member Sacamano asked to review information presented to the Committee at a previous meeting called "The Significant Tree and Evaluation Criteria" form and "A Comparison of 12 Tree Preservation Ordinances and Suggestions for San Francisco's Urban Forestry Ordinance."

- Develop a one-sheet form with checkboxes for the Urban Forestry Council's use in determining how a tree meets designation criteria and then do a field test;

- Request that the Urban Forestry Council Coordinator develop a nomination form as indicated in Section 810(b)(1).

Public Comment: Ms. Carolyn Blair suggested the ISA Heritage Historic Landmark Trees point system be used for determining designation criteria and would forward a copy to the Urban Forestry Council Coordinator.

The Planning Committee discussed a letter drafted by the Urban Forestry Council Coordinator (distributed at the Committee meeting) to the Board of Supervisors and recommended revisions that included:

- Change the letter date to the correct date.

- Recommended that the letter read "The Urban Forestry Council is prepared to act expeditiously to ensure adoption of uniform criteria for designating ...introduced by Supervisor McGoldrick and passed on January __, 2006." Confirm whether the reference in the first paragraph, third line should be to the title on Supervisor McGoldrick's ordinance File 051458 or should read "in accordance with Urban Forestry Ordinance Revisions."

- Remove the first sentence in the second paragraph "Furthermore, the Council can give any necessary advice on procedures for "significant" trees."

The Committee requested that the Deputy City Attorney be consulted as to whether the Council Chair could legally issue the above referenced letter.

Explanatory Documents Received in Committee: Draft Letter to the Board of Supervisors (PDF) http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/DraftLtrtoBoardofSups011906Mtg.pdf and City Tree Ordinances (PDF) http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/CityTreeOrdinances.pdf.

Member Costello discussed his concern that the Board of Supervisors took action on adopting the revised Ordinance that included Supervisor Peskin's significant amendments without waiting for recommendations from the Urban Forestry Council. The Planning Committee members would ask the Urban Forestry Coordinator to approach the Board of Supervisors for clarification of the role of the Urban Forestry Council.

5. **DISCUSSION**: New Business: Member Sacamano discussed the plan for Arbor Day and indicated that it is tentatively scheduled for the week leading up to March 18 and the main date would be March 18.

6. **FUTURE AGENDA ITEMS:** Future agenda items discussed were to schedule the Urban Forest Plan updates and developing criteria for the Landmark tree ordinance.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Public Comment: Ms. Carolyn Blair, San Francisco Tree Council asked (1) how Supervisor McGoldrick decided to create a landmark ordinance and whether his legislation versus Supervisor Daly's significant tree ordinance was voted on by the Council and when. Ms. Blair was advised to contact Supervisor McGoldrick's office for clarification of the process; (2) if the Council communicated to the Board that it wanted to remove any significant tree legislation and stated that if so, the Council was given an opportunity to submit their recommendations. Member Sacamano stated that the Council voted on Supervisor Daly's legislation, but did not have an opportunity to vote on Supervisor Peskin's amendments.

8. **ADJOURNMENT:** The meeting adjourned at 6:15 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, February 16, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted: February 16, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

February 16, 2006, 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the January 19, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the January 19, 2006 Regular Meeting)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark trees. Committee members will discuss the process for nominating and evaluating landmark trees as well as criteria for allowing removal. Members may vote to endorse a preferred course of action. (Explanatory documents: Landmark Nomination Form.doc, Landmark Evaluation Form.doc, Alternate Evaluation Form.doc, Landmark Removal Form.doc, treesap4.doc).

4. **DISCUSSION and POSSIBLE ACTION**: Comprehensive Urban Forest Plan. Committee members will review and comment on the Comprehensive Urban

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www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Forest Plan. Members may vote to endorse the plan to the full Council for approval. (Explanatory document: Urban Forest Plan-Feb06-edit.doc).

5. **DISCUSSION**: New Business

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forestry Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forestry Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: February 8, 2006

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, February 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:20 p.m. Present: Planning Committee Members: Costello, Habert, and Rodgers. Excused: Council Members Fisher and Sacamano.

   Item 4 was heard before Items 2 and 3.

2. **ACTION**: Adoption of minutes of the January 19, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Council Member Rodgers and second by Council Member Costello, the Minutes of the January 19, 2006 Planning and Policy Committee Meeting were adopted with no objection (AYES: Council Members Costello, Habert, and Rodgers; Absent: Council Members Fisher and Sacamano). There was no public comment at this time. (Explanatory Document: January 19, 2006 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=37272).

3. **DISCUSSION and POSSIBLE ACTION**: Landmark trees. Committee members discussed the process for nominating and evaluating landmark trees as well as criteria for allowing removal. (Explanatory documents: Landmark Nomination Form http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkNominationForm1.doc, Landmark Evaluation Form http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkEvaluationForm1.doc, Alternate Evaluation Form

http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/AlternateEvaluationForm.doc, Landmark Removal Form http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkRemovalForm1.doc, Public Works Code, landmark trees, significant trees and penalties for violation Ordinance http://www.sfgov.org/site/uploadedfiles/bdsupvrs/ordinances06/o0017-06.pdf) and SFUFC Recommendations Landmark Tree Ordinance http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/RecommendationsonLandmarkTreeOrdinancc040105v1.3finaldraft.doc.

Coordinator Harte stated that correspondence was received from Deputy City Attorney Malamut http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/DCALandmarkTreeCriteria.pdf recommending a procedure for the Urban Forestry Council to follow in order to submit criteria for nomination and removal of Landmark Trees to the Board of Supervisors as mandated by the Ordinance.

Grace Ma, Urban Forestry Council Associate discussed Portland and Seattle's process for nominating and evaluating trees and distributed copies of Portland's Heritage Tree Evaluation Form and Seattle's Heritage Tree program, see documents received in Committee meeting http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/PortlandSeattleDocs.pdf.

A discussion was held on developing a process for nominating and evaluating trees. The Landmark Tree Nomination, Landmark Tree Evaluation and Landmark Tree Alternate Evaluation Forms were discussed. Member Rodgers recommended that the nomination form (1) state that applications must include a photo (2) add cultural and heritage information; and (3) reference the originating legislation. Member Costello recommended creating a one-sheet guide to the landmarking process and Member Habert suggested a flow-chart guide. Member Costello recommended (1) retaining the definition section of the Evaluation Form; (2) adding a section by each Evaluation Form check box to elaborate how the tree meets the criteria checked; and (3) creating two Landmark Tree Evaluation forms, one for the Landmark Tree Nominator and one for the Evaluator.

Ms. Ma reported that Portland and Seattle have a Landmark Tree Committee that after receiving nominations go out to inspect trees, fill out evaluation forms, take a majority vote, and pass on recommendations to their Urban Forestry Commission. Member Rodgers recommended that staff gather application information, do an evaluation, create a staff report, and present recommendations to the full Council for their vote. Coordinator Harte recommended that the Planning Committee be part of the evaluation process before it is presented to the full Council. Member Habert recommended setting aside Urban Forestry Council meeting dates specifically for nominations.

Public Comment: Ms. Carolyn Blair asked whether there would be consideration for community nomination. It was stated that only the property owner whose property contains the subject tree, the Board of Supervisors, Planning Commission, or Landmarks Preservation Advisory Board, the director of any City agency or department may

nominate trees. Ms. Ma stated that the Landmark Tree Evaluation Form has a section for Cultural/Historical Value that lists neighborhood appreciation of the tree.

Members suggested including the "Our Tree May Qualify for the "Landmark Tree" Classification if it Meets These Characteristics & Criteria" flowchart as part of the submittal to the Board.

This item was continued to the March 16, 2006 Planning Committee meeting for further discussion and refinement. It was recommended that a field test be completed on the forms before bringing them to the full Council for approval.

4. **DISCUSSION and POSSIBLE ACTION**: Comprehensive Urban Forest Plan. Committee members reviewed and commented on the Comprehensive Urban Forest Plan. Members voted to endorse the plan (with amendments) to the full Council for approval. (Explanatory document: Urban Forest Plan-Feb06-edit http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/UrbanForestPlanFeb06edit1.doc and Table 2 http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Table2recreation1.doc).

Coordinator Harte reported that at the January 13, 2006 Urban Forestry Council meeting it was requested that final comments on the Urban Forestry Plan be submitted by February 7th for the Planning & Policy Committee's consideration at their next meeting. Many comments had been received previously and three or four sets of comments were submitted by February 7. It was reported that the Planning Department had requested $150,000 in their budget to incorporate the Urban Forestry Plan as part of the General Plan and develop it further. Member Rodgers reported that a final determination would be made in July or August whether funding would be approved. Coordinator Harte stated that the Urban Forestry Council would be part of the General Plan process and provide monitoring and feedback to the Planning Department for this effort.

"Table 5, Comparison of street tree program management" http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Table5CityExpenditures.xls that was handed out in the Committee Meeting was discussed and will be part of the Plan to be submitted to the full Council. Member Costello requested that Member Sacamano review the figures for accuracy.

Public Comment: Mr. Allen Grossman stated that (1) he had been unsuccessfully trying to obtain full-cost accounting information from the Department of Public Works, the Controller's Office, and the Mayor's Budget Office as to what it costs the Department of Public Works Urban Forestry Division to have a tree planted and watered for two years. It was reported that a cost-accounting system was not established; (2) questioned the accuracy of the per tree cost in Table 5, recommending verifying numbers in Table 5 before including it in the Plan; and (3) discussed the use of Proposition K sales tax and general fund monies for urban forestry.

Public Comment: Ms. Carolyn Blair asked whether there is a goal of obtaining funding from the Board of Supervisors for the urban forest or for the Department of Public Works and spoke in support of requiring the planting of 24-inch boxes. Coordinator Harte stated that funding would be possible when the Urban Forest Plan becomes part of the General Plan. Member Rodgers stated that the General Plan would have a policy document with an implementation element that would specify how to raise funds for specific projects.

Upon motion by Member Costello and second by Member Rodgers the Planning and Policy Committee endorsed the Urban Forestry Plan for the full Council's approval with the recommended amendments (see below). AYES: Members Costello, Habert and Rodgers (Absent: Members Fisher and Sacamano).

AMENDMENTS:

Member Costello recommended:

- Table 5 should be reviewed for accuracy as the city costs for maintaining trees figure in comparison to other cities is high and suggested adding footnotes and qualifiers to figures.

Member Rodgers recommended:

- Page 18, A. Planning Code Section should read "Amend Section 143 of the Planning Code";
- On page 19, second line "If there is an existing street tree or no room to plant one, or **DPW** waives the requirement..." should read "**Planning Department** waives the requirement";
- The sentence that reads "The application of Section 143 could be broadened to other districts, such as Neighborhood Commercial Districts," delete "Neighborhood Commercial Districts" and replace with "such as industrial districts."
- Add to Section 143 that reads "For renovation projects involving more than $25,000..." to require 24-inch boxes or larger should be planted in Neighborhood Commercial Districts rather than 15-gallon trees.
- Page 19, third line, increase the "In lieu Fee" currently $560 to add an amount for 10-20 years of maintenance.
- Increase the requirement for Planned Unit Developments (PUDs) that trees be planted on both sides of the street or require an in-lieu fee for the other side.

Member Habert:

- Will check whether the San Francisco Redevelopment Agency should be listed as a city or state agency.

Coordinator Harte recommended:

- Section 5. Working the Plan: Action Items, Page 19, 6. Revise the monitoring requirements so that a UFORE should be redone in five years and to do a complete street inventory and database.
- Page 18, 5A-F, add G-H to include set-asides and general fund allocations for urban forestry.

Items 5-7 were not discussed due to a loss of quorum.

5. **DISCUSSION**: New Business.

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT:** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:37 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, March 16, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted:

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, February 16, 2006, 4:00 P.M.

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Coordinator Harte reported that at the January 13, 2006 Urban Forestry Council meeting it was requested that final comments on the Urban Forestry Plan be submitted by February 7th for the Planning & Policy Committee's consideration at their next meeting. Many comments had been received previously and three or four sets of comments were submitted by February 7. It was reported that the Planning Department had requested $150,000 in their budget to incorporate the Urban Forestry Plan as part of the General Plan and develop it further. Member Rodgers reported that a final determination would be made in July or August whether funding would be approved. Coordinator Harte stated that the Urban Forestry Council would be part of the General Plan process and provide monitoring and feedback to the Planning Department for this effort.

"Table 5, Comparison of street tree program management" http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Table5CityExpenditures.xls that was handed out in the Committee Meeting was discussed and will be part of the Plan to be submitted to the full Council. Member Costello requested that Member Sacamano review the figures for accuracy.

Public Comment: Mr. Allen Grossman stated that (1) he had been unsuccessfully trying to obtain full-cost accounting information from the Department of Public Works, the Controller's Office, and the Mayor's Budget Office as to what it costs the Department of Public Works Urban Forestry Division to have a tree planted and watered for two years. It was reported that a cost-accounting system was not established; (2) questioned the accuracy of the per tree cost in Table 5, recommending verifying numbers in Table 5 before including it in the Plan; and (3) discussed the use of Proposition K sales tax and general fund monies for urban forestry.

Public Comment: Ms. Carolyn Blair asked whether there is a goal of obtaining funding from the Board of Supervisors for the urban forest or for the Department of Public Works and spoke in support of requiring the planting of 24-inch boxes. Coordinator Harte stated that funding would be possible when the Urban Forest Plan becomes part of the General Plan. Member Rodgers stated that the General Plan would have a policy document with an implementation element that would specify how to raise funds for specific projects.

Upon motion by Member Costello and second by Member Rodgers the Planning and Policy Committee endorsed the Urban Forestry Plan for the full Council's approval with the recommended amendments (see below). AYES: Members Costello, Habert and Rodgers (Absent: Members Fisher and Sacamano).

AMENDMENTS:

Member Costello recommended:

- Table 5 should be reviewed for accuracy as the city costs for maintaining trees figure in comparison to other cities is high and suggested adding footnotes and qualifiers to figures.

Member Rodgers recommended:

- Page 18, A. Planning Code Section should read "Amend Section 143 of the Planning Code";
- On page 19, second line "If there is an existing street tree or no room to plant one, or **DPW** waives the requirement..." should read "**Planning Department** waives the requirement";
- The sentence that reads "The application of Section 143 could be broadened to other districts, such as Neighborhood Commercial Districts," delete "Neighborhood Commercial Districts" and replace with "such as industrial districts."
- Add to Section 143 that reads "For renovation projects involving more than $25,000…" to require 24-inch boxes or larger should be planted in Neighborhood Commercial Districts rather than 15-gallon trees.
- Page 19, third line, increase the "In lieu Fee" currently $560 to add an amount for 10-20 years of maintenance.
- Increase the requirement for Planned Unit Developments (PUDs) that trees be planted on both sides of the street or require an in-lieu fee for the other side.

Member Habert:

- Will check whether the San Francisco Redevelopment Agency should be listed as a city or state agency.

Coordinator Harte recommended:

- Section 5. Working the Plan: Action Items, Page 19, 6. Revise the monitoring requirements so that a UFORE should be redone in five years and to do a complete street inventory and database.
- Page 18, 5A-F, add G-H to include set-asides and general fund allocations for urban forestry.

Items 5-7 were not discussed due to a loss of quorum.

5. **DISCUSSION**: New Business.

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT:** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:37 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, March 16, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted: March 16, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

03-10-07A10:5

Thursday, March 16, 2006, 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the February 16, 2006 Urban Forestry Council Planning Committee Regular Meeting. (Explanatory document: Draft Minutes of the February 16, 2006 Regular Meeting)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Criteria. Committee members will review forms and a trial tree evaluation. Members may vote to recommend forms and/or procedures to the full Council. (Explanatory documents: Landmark nomination form, Landmark evaluation form, Landmark removal form, Acceptance form, Trial tree evaluation).

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members will discuss uniform tree pruning standards. Members may vote on recommendations to the Urban Forestry Council. (Explanatory document: SF Pruning Standards March06 draft).

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

5. **DISCUSSION and POSSIBLE ACTION**: Urban Forestry Council Role. Committee members will discuss asking the Board of Supervisors for retroactive clarification on the role of the Urban Forestry Council during the legislative process for Ordinance 0017-06 Amendment to the Public Works Code Section 801, landmark trees, significant trees, and penalties for violations. Members may direct staff to create a letter for the full Urban Forestry Council to approve.

6. **DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

9. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forestry Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forestry Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: March 9, 2006

Landmark Tree Nomination Form

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Property owner:	Authorized nominator (if not owner):
Name	Name
Address	Address
Address	Address
Phone (day)	Phone (day)
Fax #	Fax #
Email	Email

_____ Signature (Property owner or authorized nominator)
_____ Date

TREE DESCRIPTION

Street address: _____

Location of Tree: ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Other: _____

Tree name (species and common name): _____

Height _____ ft
Average canopy width* _____ ft
Circumference** _____ in

*Distance from one edge to opposite edge of tree canopy
**Distance around trunk at 4.5 ft off the ground. http://www.isa-arbor.com/publications/tree-ord/heritage.aspx

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. Please check the applicable criteria boxes and provide additional information about each component. If you need more space to describe the tree, please attach additional sheets.

Species
☐ Rare

Size or Age
☐ Significant size or age for species

Cultural/Historical Value
☐ Significant historical or cultural association
☐ Significant ethnic appreciation

(over, please)

Cultural/Historical Value (continued)
- ☐ Neighborhood appreciation of tree
- ☐ Part of planting that defines neighborhood character

Key Location
- ☐ High traffic area
- ☐ Low tree density area
- ☐ Extends between several properties
- ☐ Visually accessible from public right-of-way

Ecology
- ☐ Important wildlife habitat
- ☐ Part of interdependent group of trees
- ☐ Erosion control
- ☐ Wind or sound barrier

Visual characteristic
- ☐ Prominent landscape feature
- ☐ Character defining form

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event.

Describe how/why the tree has cultural, social and/or historical importance.

Describe how/why the tree is an important or defining feature of a neighborhood.

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

Describe any tree health or structural issues.

A photograph of the tree must be submitted with this form.

Please attach optional supporting documents such as letters, arborist report, etc.

Send to: Urban Forest Council, c/o Alexis Harte, 11 Grove Street, San Francisco, CA 94102
OR SFUrbanForestCouncil@sfgov.org

FOR STAFF USE ONLY			
Application received date	_____	Received by	_____
Tree evaluation form	_____	UFC recommendation date	_____
Board of Supervisors Decision	_____	☐ Yes ☐ No	
Landmark Tree #	_____	Owner signed form	_____
Title recorded date	_____		

Landmark Tree Evaluation Form

Scientific name: _____ Common name: _____

Street address: _____

Cross streets: _____

Block: _____ Lot(s): _____

☐ Public ☐ Private Owner's name (if private tree): _____

DBH (in): _____
Height (ft): _____
Average canopy spread (ft): _____

Health: ☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Poor
Structure: _____
_____

Species
- ☐ Rare

Size or Age
- ☐ Greater than typical mature size or age

Cultural/Historical Value
- ☐ Significant historical or cultural association
- ☐ Significant ethnic appreciation
- ☐ Neighborhood appreciation of tree
- ☐ Part of planting that defines neighborhood character

Key Location
- ☐ High traffic area
- ☐ Low tree density area
- ☐ Extends between several properties
- ☐ Visually accessible from public right-of-way

Ecology
- ☐ Important wildlife habitat
- ☐ Part of interdependent group of trees
- ☐ Erosion control
- ☐ Wind or sound barrier

Visual characteristic
- ☐ Prominent landscape feature
- ☐ Character defining form

Additional comments

Possible considerations for tree care

Urban Forestry Council
Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land will probably not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Landmark Tree Removal Form

In accordance with Ordinance 0017-06, a property owner wishing to remove a landmark tree must complete and submit the following form.

Property owner	Authorized applicant (if not owner)
Name	Name/Company
Address	Address
Phone (day)	Phone (day)
Fax	Fax
Email	Email

_____ Signature (Property owner or authorized applicant)
_____ Date

Tree information

Street address: _____
Cross streets: _____
Block: _____ Lot(s): _____
Landmark Tree # _____ ☐ Public ☐ Private

Scientific name: _____ Common name: _____

_____ Height (ft)
_____ Average canopy spread (ft)
_____ Diameter at breast height (in)*

*Trunk measurement at 4.5 feet off the ground.
For more information visit http://www.isa-arbor.com/publications/tree-ord/measuringdbh.aspx.

Reason for removal: Please explain the reason(s) you are requesting a landmark tree removal. Only one substantial tree issue is necessary but you may include multiple issues if relevant. You may attach additional sheets, documents and/or photographs.

Describe how or why there is a public benefit (in terms of safety or welfare) to tree injury or removal that outweighs the protection and public benefit of preserving the tree.

Describe how or why the current tree condition will lead to decline or death in the near future.

Describe an objective feature of the tree that makes the tree unsuitable for classification as a Landmark Tree.

Describe how or why there is a substantial hardship in use and enjoyment to the property owner if the tree cannot be injured or removed.

Describe if a proposed project includes a landscape design component, which will eventually replace or increase the tree canopy cover in a reasonable amount of time after the project is completed.

Other reason for tree removal

FOR STAFF USE ONLY			
Landmark Tree #:	_____	Total fees paid:	_____
Date application received:	_____	Received by:	_____
DPW Director review:	_____	☐ Approved	☐ Denied
Board of Appeals review:	_____	☐ Approved	☐ Denied
City department review:	_____	☐ Approved	☐ Denied

San Francisco Landmark Tree Program
Urban Forestry Council

The Urban Forestry Council has designated the _____ tree at _____ as a landmark tree.

_____ is the owner of the _____ tree and property at _____.

I accept the designation of the _____ as a landmark tree and I will work with the Urban Forestry Council to ensure that it is cared for and properly pruned.

☐ I would like to have a Landmark Tree Plaque sited on my property near the tree trunk.

_____ Signature (property owner or authorized signatory)

_____ Date

_____ Signature (Urban Forestry Council representative)

_____ Date

Please return this signed and completed form to:
Alexis Harte
Urban Forestry Council
11 Grove Street
San Francisco CA 94102

☐ Owner copy ☐ Office file copy

Landmark Tree Nomination Form

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Property owner:	Authorized nominator (if not owner):
_____	Mike Sullivan
Name	Name
_____	59 Woodland Avenue
Address	Address
_____	59 Woodland Avenue
Address	Address
_____	San Francisco, CA
Phone (day)	Phone (day)
_____	415 990-8014
Fax #	Fax #
_____	msullivan@howardrice.com
Email	Email

TREE DESCRIPTION

Street address: _____2694 McAllister _____

_____

Location of Tree: x☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Other: _____

Tree name (species and common name): _____*Aesculus californica* (California Buckeye)_____
_____

Height _____25_____ ft
Canopy width* _____35_____ ft
Circumference** _____?_____ in
*Distance from one edge to opposite edge of tree canopy
**Distance around trunk at 4.5 ft off the ground

need web link to instructions for measuring canopy width trigonometry tree height

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. You will have the opportunity to provide more information about each component. If you need more space, please attach additional sheets.

Species
x☐ Rare Very rare for San Francisco. It's a native Bay Area tree, so common in the Bay Area.

Size or Age
x☐ Greater than typical mature size or age Biggest and oldest one in San Francisco of its species.

Cultural/Historical Value. Probably predates the houses in the neighborhood. It's also the only tree in San Francisco that has an easement protecting it (Friends of the Urban Forest has the easement).

- ☐ Significant historical or cultural association
- ☐ Significant ethnic appreciation
- ☐ Neighborhood appreciation of tree Yes – neighbors reacted with outcry when construction threatened the tree years ago.
- ☐ Part of planting that defines neighborhood character

(over, please)

Key Location

- ☐ High traffic area
- ☐ Low tree density area
- ☐ Extends between several properties
- x☐ Visually accessible from public right-of-way

Ecology

- ☐ Important wildlife habitat
- ☐ Part of interdependent group of trees
- ☐ Erosion control
- ☐ Wind or sound barrier

Visual characteristic

- x☐ Prominent landscape feature
- ☐ Character defining form

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event.

Describe how/why the tree has cultural, social and/or historical importance.

It's the largest and oldest California Buckeye in San Francisco. In my opinion, it's probably THE landmark tree in San Francisco.

Describe how/why the tree is an important or defining feature of a neighborhood.

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

It's a native CA tree, and there aren't many of those in SF.

Describe any tree health or structural issues.

A photograph of the tree must be submitted with this form.

Please attach optional supporting documents such as letters, arborist report, etc.

Owner was asleep when we arrived.
Evaluated on March 8, 2006

Landmark Tree Evaluation Form

Scientific name: Aesculus californica Common name: California buckeye
Street address: 2694 McAllister St
Cross streets: Willard St (near USF)
Block: _____ Lot(s): _____
☐ Public ☒ Private Owner's name (if private tree): _____
Mike Sullivan nominated for trial tree

Estimated
DBH (in): 34
Height (ft): 32
Canopy spread (ft): 35 40, 25

Health: ☐ Excellent ☒ Very good ☐ Good ☐ Fair ☐ Poor ivy, moss, lichen
Structure: evenly distributed foliage, no dieback, no dead wood, not excessively pruned, well pruned, some crossing branches

Species
☒ Rare in SF, common in Bay Area, rare in world

Size or Age
☒ Greater than typical mature size or age for its species, absolute not just for city

Cultural/Historical Value
☐ Significant historical or cultural association
☐ Significant ethnic appreciation
☒ Neighborhood appreciation of tree neighbors rallied to save tree during development
☐ Part of planting that defines neighborhood character

Key Location
☐ High traffic area
☒ Low tree density area
☒ Extends between several properties
☒ Visually accessible from public right-of-way

Ecology
☒ Important wildlife habitat
☒ Part of interdependent group of trees next to large laurel tree
☐ Erosion control
☒ Wind or sound barrier

Visual characteristic
☒ Prominent landscape feature
☒ Character defining form

Additional comments
- Featured in Trees of San Francisco.
- Growing adjacent to old victorian house.
- Great pairing of native tree with historic architecture and corner lot very Steinbeck and northern Californian.

Send to: Urban Forest Council, c/o Alexis Harte, 11 Grove Street, San Francisco, CA 94102
OR SFUrbanForestCouncil@sfgov.org

FOR STAFF USE ONLY			
Application received date	3/1/06	Received by	GRACE MA
Tree evaluation form	3/8/06 GM, AH	UFC recommendation date	
Board of Supervisors Decision		☐ Yes ☐ No	
Landmark Tree #			
Title recorded date			

PRUNING STANDARDS FOR TREES
IN THE CITY AND COUNTY OF SAN FRANCISCO
(Draft 3/1/06)

This document identifies basic standards for tree pruning within the City and County of San Francisco. These standards apply to private contractors working on public trees as well as all City of San Francisco employees and managers.

Pruning can either help or hurt trees. When appropriate practices are used, pruning can provide significant benefits. When inappropriate practices are used, significant harm can follow. For the long-term health and structural stability of trees in San Francisco, it is critical that pruning practices conform to professional standards established by the tree care industry.

Foundation for the Standards

The City of San Francisco recognizes the following benchmark standards for tree pruning and maintenance:

1. International Society of Arboriculture (ISA) Tree Pruning Guidelines
2. ISA Best Management Practices: Tree Pruning
3. American National Standards Institute (ANSI) A300 Pruning Standards, ANSI Z133.1 Safety Standards

City arborists, managers, related personnel and contractors should retain and use copies of the above publications to plan and manage pruning operations. Occupational health and safety standards in the workplace should be observed at all times.

A. Pruning Needs, Objectives, and Plans

In San Francisco, there is a great diversity of trees, including conifer, broadleaf evergreen, and deciduous species. For each species, there exists substantial variation in age, size, condition, and structure of individual trees. This species diversity and tree variation creates challenges with regard to tree care practices, and in particular for pruning. Pruning needs can vary substantially depending on these factors: some trees will need little or no pruning, while others will need substantial pruning. In addition, some trees will need to be pruned to improve structure, while others will need parts removed to improve health. To ensure that pruning is appropriate for the species and individual tree growth characteristics, it is important to have a clear understanding of the specific needs of the tree and the objectives for pruning. Pruning objectives include the following:

- Improve structural strength and reduce failure potential
- Improve tree health
- Improve aesthetic characteristics
- Provide clearance for pedestrians, vehicles, and structures
- Improve safety and security for residents and visitors

- Repair tree damage
- Reduce maintenance costs
- Improve a view
- Influence flowering and fruiting of some species

***Standard 1**: A written plan of work shall be prepared that clearly identifies the tree species, location, need for pruning, pruning objectives, and the scope of pruning. A checklist format can be used. Where multiple reasons for pruning exist, they should be prioritized from highest to lowest. A separate plan is needed for each tree. For groups of trees of the same species with similar pruning needs, one plan will suffice.*

B. Pruning Practices

1. Pruning Cuts

Pruning cuts cause some level of injury to trees. It is important to make pruning cuts that minimize injury, or the potential for injury. For instance, cuts should be made on branches such that they accelerate the formation of callus tissue over the wound and reduce the potential of wood decay. Information on appropriate branch removal practices and the size and location of cuts is found in *Tree-Pruning Guidelines* and *Best Management Practices for Tree Pruning* (see references).

Note that flush cuts increase the potential for decay and reduce the formation of callus tissue. Similarly, leaving branch stubs increases the potential for decay. These types of pruning cuts should be avoided.

Standard 2: All pruning cuts shall conform to ANSI and ISA Standards (see references). Do not make flush cuts or leave branch stubs.

2. Amount of Pruning

Removal of live branches and associated leaf area can have a negative impact on the health of trees. When relatively large amounts of leaf area are removed, the capacity of a tree to grow and maintain adequate protective systems can be substantially compromised. Pruning should be limited to that amount needed to accomplish the pruning objective. In some cases, it may be best to complete pruning over a two- or three-year period rather than do all that's needed in one year.

In addition, excessive pruning or overthinning stimulates watersprout development in many species. Watersprouts are usually weakly attached and prone to breaking at the point of attachment. Crown density can increase substantially due to watersprout production, resulting in a loss of tree form and reduction in light and air penetration.

Standard 3: Not more than 25% of the crown should be removed within an annual growing season. The percentage of foliage removed shall be adjusted according to age, health, and species considerations. Stressed trees are less tolerant of pruning and leaf area removal should be minimal. In cases where more than 25% of the crown needs to be removed (e.g., to reduce failure potential), pruning should be scheduled over a two or three year period where possible. Minimize the amount of pruning on species prone to watersprout development.

3. When to Prune

The time of year to prune can vary substantially depending on pruning needs, objectives, and species. Generally, it is best to prune in the winter months (December to February) in San Francisco. This the time of year when many species are in a dormant state and pruning impacts can be minimized. In some cases, trees may need to be pruned at other times of the year, such as to direct growth, to maintain clearance, to reduce failure potential, or for pest management reasons. In addition, young trees may need to be pruned at the time of planting.

For public street trees, not all pruning can be completed in the winter months because of time and labor constraints. As a result, pruning will need to be conducted at suboptimal times. Pruning during these times should be limited to species and individuals that can tolerate leaf loss without significant health consequences, such as branch dieback.

Standard 3: Prune trees during the winter months (December to February) whenever possible. For deciduous species, avoid pruning until after leaf drop in the fall, but prune before bud break in the spring. In cases where pruning is needed while the tree is actively growing, a statement identifying reasons for pruning at that time shall be included in the plan of work (see Standard 1). Pruning to remove dead, dying, diseased, or broken branches can be done at any time of year.

4. Wound Treatments

Over the years, wound dressings and paints have been used to treat or cover pruning wounds. There is no scientific evidence to indicate that these treatments reduce decay or accelerate wound closure, however. Until scientific studies find clear benefits to using these materials, pruning wound treatments are viewed as being unnecessary.

Standard 4. Pruning wound treatments (dressings and paints) should not be used.

5. Pruning Equipment (pruners, saws, and spikes)

To promote callus development and wound closure, it is important to make clean pruning cuts. Bark surrounding the cut should not be torn, shredded, stripped away, or otherwise

separated from the wood. This can be accomplished by using equipment that is sharp and sized appropriately for the job.

In addition, injury to bark tissue can occur from the use of climbing spikes. Wounds resulting from spike use can lead to localized bark death and wood decay, and can serve as entry courts for insects and pathogens.

Standard 5. Pruning equipment shall be sharp and sized appropriately for the pruning cut. Avoid the use of any pruning equipment that may cause damage to bark tissue. Do not use spikes unless there is no other option for reaching the tree part to be pruned.

C. Pruning Mature Trees

1. Pruning Types

As noted in section A, trees are pruned to achieve various objectives. To meet the objective(s) identified for a mature tree, several different types of pruning can be employed: cleaning, thinning, raising, reduction, and restoration. Each of these pruning types is described in the following ISA publications: *Tree Pruning Guidelines* and *Best Management Practices for Tree Pruning*. It is important to be familiar with each type to develop a plan of work for pruning a mature tree.

Since these pruning types are used to achieve specific objectives, it is also important to select the appropriate type to match the objective. For example, if the height or spread of a tree needs to be reduced to improve structural strength, then crown reduction pruning should be selected. Or, if the density of the crown needs to be reduced to improve sunlight penetration into interior parts, then thinning should be selected.

Standard 6. Select the appropriate type of pruning to achieve the pruning objective. Be familiar with each pruning type to develop a plan of work. Refer to publications cited in section C1 for descriptions of pruning types.

2. Heading and Heading Cuts

Heading is defined as "cutting a currently growing or one-year-old shoot back to a bud, or cutting an older branch back to a stub or lateral branch not sufficiently large to assume the terminal role" (see Tree Pruning Guidelines). It is also referred to as a "topping" or "lopping".

When pruning mature trees, heading cuts should be avoided for the following reasons:

- Vigorous shoots can be stimulated to grow just below the heading cut. Typically, these shoots are weakly attached and, therefore, have a high failure potential.

- Wood decay can develop in the cut branch or stem. Often, decay extends well into the branch or stem and reduces its structural strength. This increases failure potential.
- The tree's natural form can be lost in many cases, particularly when relatively large diameter cuts are made.

In very limited cases, heading cuts may be appropriate for mature trees, such as to:

- Reduce tree height or branch end weights. Note: This approach should be employed **only** in cases where there is a high risk of structural failure and thinning cuts (reduction cuts) cannot be used. Also, follow-up pruning to minimize risk associated with weakly-attached shoots will be needed.
- Achieve a specialty-pruning form, such as through pollarding or topiary.
- Remove shoots with terminal flowers, such as found on lilac and crape myrtle.

Standard 7. Heading cuts should not be used when pruning mature trees, except in very limited cases. Whenever possible, use reduction cuts to reduce height and thinning cuts to reduce branch end weights. When reduction and thinning cuts are not possible (such as when interior lateral branches are not present) and tree hazard potential is high, then heading cuts may be needed, but their use should be minimized.

4. Stressed Trees

Old and unhealthy trees require special pruning consideration. These trees will not respond to pruning either as quickly or as vigorously as unstressed trees. Removal of live branches and associated leaf area should be minimized or avoided. Generally, pruning should be limited to the removal of dead branches and significant structural defects.

Standard 7. For old and unhealthy trees, pruning should be limited to the removal of dead branches and structural defects. Removal of live branches should be avoided or minimized.

5. Utility Pruning

Pruning trees to maintain clearance from high voltage transmission lines is a requirement for the local utility (Pacific Gas and Electric, PG&E). This is a highly specialized area of pruning that requires extensive training in safe work practices and appropriate pruning practices. Guidelines providing detailed information regarding appropriate pruning practices for utility line clearance (such as lateral or directional pruning) are given in *Tree Pruning Guidelines* (see References).

Standard 8. Utility pruning requires extensive training in safe work practices and specialized pruning techniques. Prior to pruning trees for line clearance, all workers shall have documented training that meets utility and tree industry standards. Pruning

practices shall follow guidelines described in Tree Pruning Guidelines (see References). A plan of work that incorporates these practices shall be developed prior to pruning.

D. Pruning Young and Juvenile Trees

Multiple benefits can be achieved by pruning trees during their formative years. These include:

- The establishment of strong structure, with a commensurate reduction in failure potential as the tree matures.
- Reduction of long-term maintenance costs.
- Enhancement of tree longevity and extension of long-term benefits.

Young trees need to have a strong, well-established central leader, strong branch attachments, adequate spacing/distribution of scaffold branches, and temporary branches retained below the lowest scaffold and between scaffolds. Although these structural characteristics should be established as soon as possible, training young trees can be a multiple year process, depending on the species and the need for training.

Standard 9. Trees should be structurally pruned when they are young. Follow guidelines provided in the following references: 1) Tree-Pruning Guidelines, and 2) Training Young Trees for Structure and Form (University of California video production V99A). Young trees will need follow-up pruning (periodically) as they develop through the juvenile phase into maturity.

References

ANSI A300 (Part 1)-2001: Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices (revision and redesignation of ANSI A300-1995) (includes supplements). American National Standards Institute, Washington, DC.

Best Management Practices: Tree Pruning. 2002. Gilman, E. and S. Lilly. International Society of Arboriculture. Champaign, Il.

Tree-Pruning Guidelines.1995. International Society of Arboriculture, Champaign, Il.

Training Young Trees for Structure and Form. 1999. Costello, L. University of California, Agriculture and Natural Resources, Oakland, CA. ANR Video V99A.

Resources

International Society of Arboriculture
P.O. Box 3129, Champaign, IL 61826
isa@isa-arbor.com
http://www.isa-arbor.com/
http://secure.isa-arbor.com/store/

American National Standards Institute
1819 L Street, NW Suite 600
Washington, DC 20036
(202) 293-8020
http://www.ansi.org/

Department of Public Works, Bureau of Urban Forestry
(415) 554-6700
http://www.sfgov.org/sfdpw/trees

Department of the Environment
(415) 355-3700
http://www.sfenvironment.com/

University of California Cooperative Extension
San Mateo-San Francisco Counties
(650) 726-9059
http://cesanmateo.ucdavis.edu/

SF Environment
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, March 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members: Costello (arrived at 4:15 p.m.), Habert, Rodgers and Sacamano. Absent: Council Member Fisher.

2. **ACTION**: Adoption of minutes of the February 16, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Council Member Rodgers and second by Council Member Habert, the Minutes of the February 16, 2006 Planning and Policy Committee Meeting were adopted with no objection (Ayes: Committee Members Costello, Habert, Rodgers and Sacamano; Absent: Committee Member Fisher). There was no public comment at this time. (Explanatory Document: February 16, 2006 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=37727)

6. **DISCUSSION and POSSIBLE ACTION:** Landmark Tree Criteria. Committee members reviewed forms and a trial tree evaluation. Members voted to recommend forms and/or procedures to the full Council with amendments. (Explanatory documents: Landmark nomination form http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkNominationForm0306.doc, Landmark evaluation form http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkEvaluationForm0306.doc, Landmark removal form http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkRemovalForm0306.doc, Acceptance form

http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Acceptanceform.doc, Trial tree evaluation http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Trialtreeevaluation.PDF). Received in Committee: Landmark Tree Nomination Process 031506 http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkTreeNomProcessRecinCmte.pdf.

Coordinator Harte advised the Committee that Deputy City Attorney John Malamut was consulted on what the Urban Forestry Council should produce based on the new ordinance so the Board of Supervisors can move ahead. Deputy City Attorney Malamut returned a checklist of requirements. From the checklist of requirements, Coordinator Harte and Associate Ma produced and presented "Nomination, Approval or Denial, and Appeals Procedure for San Francisco's Landmark Tree", updated nomination, evaluation, removal, acceptance forms, and process flowcharts.

Coordinator Harte discussed the potential process as one where nominations are received and depending on workload, Associate Ma and himself would conduct future trial tree evaluations, review nomination forms, and present recommendations to the Landmark Tree Committee. The Landmark Tree Committee would then provide a list of recommendations to the full Council to place on a consent calendar and then forward to the full Board with recommendations. Coordinator Harte discussed a trial tree evaluation that he and Associate Ma performed on a California buckeye tree located at 2694 McAllister Street—pictures and a trial tree evaluation form included in the packet. A discussion was held on the availability of final forms on the Department of Public Works and Department of the Environment's websites.

Chair Sacamano encouraged Coordinator Harte to work with Council Chair Milne to set up a Landmark Tree Committee with members selected on a rotating basis for a selected term based on interest. Member Rodgers advised that she would not have the time to serve on the Committee. A discussion ensued on the pros and cons of a Landmark Tree Committee versus the full Council preliminarily reviewing nominated landmark trees/forms. The Planning Committee recommended that the Landmark Tree Committee be an ad hoc committee, be assigned three members, and that the need for the Committee should be evaluated after six months. Coordinator Harte indicated that he would prefer a formal Committee that would require a bylaws change, meet as needed, but is not considered an ad hoc Committee. It was suggested that Deputy City Attorney Malamut be consulted as to the distinction of tasks between the Department of Public Works and the Department of the Environment and to add a "hold harmless clause to the City" on the forms.

Amendments to procedures and forms included:

"Nomination, Approval or Denial, and Appeals Procedure for San Francisco's Landmark Tree"

- Add "Planning Commission" to Paragraph 2—"In addition, the Board of Supervisors, **Planning Commission**, Landmarks Preservation Advisory Board…";
- Delete Item III. Removal of Landmark Tree until a future meeting;

- Change "a committee of the Urban Forestry Council will meet every__months" to "as needed."

Landmark Tree Nomination Form to add:

- Urban Forest Coordinator as a technical contact person for questions about the form;
- "Person, Place, or Event" to second page "Cultural/Historical Value (continued)";
- "Has this tree been described in a significant publication?"
- To the section "Describe any tree health or structural issues" add a box "add condition" and then subsections "branching structure," and "pest disease." (Consult Council of Tree and Landscape Appraisers (CTLA) form.);
- "Landmark Tree Number";
- "Number of trees";
- Clauses that landmarking a tree affords it special protection and a permit would be required;
- Landmarking a tree is recorded against the title of the house.

Evaluation Form to duplicate the same recommendations as the Landmark Tree Nomination Form.

Removal form-- It was recommended that the Nomination form be the main focus at this meeting and to review the Removal form at the April 20 Planning Committee meeting before presenting to the Council. The following suggestions to the form were made at this time:

- Change "Describe how or why there is a substantial hardship in use and enjoyment to the property owner if the tree ~~cannot be inured or removed~~ remains.";
- Delete "Describe an objective feature of the tree that makes the tree unsuitable for classification as a Landmark Tree.";
- Change "Describe how or why there is a public benefit (in terms of safety or welfare) to tree injury or removal that outweighs the protection and public benefit of preserving the tree" to "Describe why removal outweighs the protection and public benefit of preserving the tree.";
- Delete the line that says, "You may attach additional sheets, documents and/or photographs." Replace with "A photograph must be submitted. Please attach optional supporting documents.";
- Change Title to "Landmark Tree Removal Initial Notice";
- As the first line under the title, add, "You must contact DPW Urban Forester for a Landmark Tree Removal Permit, but the Urban Forestry Council would like this information for their records.";
- Delete the box "FOR STAFF USE ONLY";

Acceptance Form—Board of Supervisors to produce form--send draft to the Board of Supervisors to initiate process.

- Change Title to "Landmark Tree Certificate";
- Delete "I would like to have a Landmark Tree Plaque sited on my property near the tree trunk" or make sure the property owner is responsible for paying for the plaque;

- Signature line should be the "Chair, Urban Forestry Council" instead of "representative";
- Change "The Urban Forestry Council has designated" to "The City and County of San Francisco has designated…";
- Delete the line "I accept the designation of the ____ as a landmark tree….";
- Delete "Please return this signed and completed form to: …"

Other additions:

- Add a separate form that states, "agree, disagree, and comments on nominations."
- Provide an explanation sheet to the owner on their responsibilities for maintenance.
- Check in with the Board of Supervisors on the process for recording with the Assessor/Recorder.

Public Comment: Ms. Carolyn Blair, San Francisco Tree Council discussed procedures for groups of existing trees on Dolores Street and supported adding a "number of trees" field to the Nomination Form. Recommended that the City and County of San Francisco designate the landmark tree instead of the Board of Supervisors and Urban Forestry Council on the Acceptance Form. Questioned what role DPW would have when a private property owner wants to nominate a private property backyard tree as a landmark. Chair Sacamano explained that DPW is responsible for keeping track of landmark trees so would have to have knowledge of landmarking. Ms. Blair recommended that more than three members should be assigned to the Landmark Tree Committee in order to add as many landmark trees as possible. Coordinator Harte advised that demand would be evaluated before a structure is established.

Public Comment: Ms. Carla Short, Department of Public Works noted that the narrative should state that the Committee would meet as needed. Recommended including on the nomination form that (1) landmarking a tree affords it special protection and a permit would be required, and (2) a landmarked tree is recorded against the title of the house. Coordinator Harte suggested including a "Your Responsibilities" form. Ms. Short suggested adding the responsibilities of the property owner/nominator in reference to tree maintenance.

Upon Motion by Member Rodgers and second by Member Habert, the Nomination, Approval or Denial, and Appeals Procedure for San Francisco's Landmark Tree; Landmark Nomination Form; Evaluation Form; and Landmark Tree Certificate were approved to forward to the full Council with recommended amendments as noted above. Also approved was to add a separate form that states, "The Urban Forestry Council agrees, disagrees, and comments on nominations," to provide an explanation sheet to the owner on their responsibilities for maintenance, and to check in with the Board of Supervisors on the process for recording with the Assessor/Recorder.

VOTE: (Adopted 4-0) (Absent: 1)
AYES: Members Costello, Habert, Rodgers and Sacamano
NOES: None
ABSENT: Member Fisher

Coordinator Harte advised that he would schedule a presentation to the Board of Supervisors on the criteria and will advise that the Council will immediately begin working on removal criteria.

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members discussed uniform tree pruning standards.

   Member Costello presented an amended version of the "Pruning Standards for Trees in the City and County of San Francisco (Draft 3/16/06)" http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/PruningStandardsforTreesRecinCmte031606.pdf and discussed the new version.

   Recommended revisions to the Standards included:

   - Initiate a code change that would add a requirement for training and audits of work;
   - Remove the bullet point "Improve a view" on Page 2;
   - Standard 1, DPW does not have resources to create a separate plan for each tree. Recommended stating that for city agencies or organizations responsible for large number of trees, that there be a maintenance plan (but not for each individual tree);
   - Standard 3, More than 25% of the crown may have to be removed to reduce failure potential and abate public safety issues;
   - B3. When to Prune—DPW not a seasonal crew, they prune all year;
   - C5. Utility Pruning—include overhead wires, MUNI wires, and other wires;
   - Providing differences between agency and contract tree work and species-specific requirements.

   Member Costello requested that Members submit recommended revisions in writing.

   Public Comment: Ms. Carolyn Blair referenced Section A. Pruning Needs, Objectives and Plans and recommended adding a point to "prolong the life of a tree, preservation." Suggested that there is a correct way to prune a mature tree that aids its health and a way of limbing it up that will lessen its life. Concerned with (1) the type of pruning that would lessen a tree's life, and (2) with clearance of utility lines and suggested pushing for the City to raise utility poles versus cutting trees down where poles are 50 feet high. Referenced Page 2 in regards to a separate plan for each tree and asked if San Francisco only consists of the majority of trees that are only 3 major species, 10 at the most.

   Public Comment: Ms. Carla Short suggested adding a reference to maintaining clearance for high voltage lines. Member Costello stated it should be included in a separate Section 6 under Pruning Mature Trees. Chair Sacamano recommended an explanation that the standards are not intended for private property owners to prune near high voltage lines. Member Costello clarified that the standards are identified for private contractors working on public trees, not for homeowners. Ms. Short encouraged creating standards for homeowners. Other recommendations included adding species names that can be pollarded, that the canopy does not need to be drastically reduced when you root prune, and on Standard 6 – to use spikes only if trees are being removed.

Members were asked to send their comments to Member Costello to produce another draft. A revised draft would be forwarded to Coordinator Harte to forward to the agencies that receive the Annual Report for review and comment.

5. **DISCUSSION and POSSIBLE ACTION**: Urban Forestry Council Role. Committee members discussed asking the Board of Supervisors for retroactive clarification on the role of the Urban Forestry Council during the legislative process for Ordinance 0017-06 Amendment to the Public Works Code Section 801, landmark trees, significant trees, and penalties for violations.

   Member Costello explained to the Committee that he would like to resolve how the Urban Forestry Council can better work with the Board of Supervisors in the future by requesting the Planning Committee make a recommendation to the Council to prepare a letter asking for clarification as to what occurred in the process and to request recommendations on how the Board foresees working with the Council in the future. Member Rodgers explained that she would not be in favor of the request and favored inviting the Board President to speak to the Council as he offered to Chair Milne. Chair Sacamano spoke in support if the letter were structured in a positive way. Coordinator Harte advised that according to Deputy City Attorney Malamut that (1) the Board would not present their view on this issue as a group, that individual responses may or may not be received, and (2) when presenting landmark tree criteria to the Board, that would be the time to insert anything that the Council feels was not done well. Chair Sacamano recommended a one-on-one discussion with Board members.

   Upon Motion By Member Costello and second by Member Habert, it was approved that the Planning Committee recommend a discussion at the full Council to consider formally requesting clarification from the Board of Supervisors on the Urban Forestry Council's role in advising them on urban forestry matters.

   VOTE: Adopted (3-1))(1 Absent)
   AYES: Committee Members Costello, Habert and Sacamano
   NOES: Committee Member Rodgers
   ABSENT: Committee Member Fisher

   Public Comment: Ms. Carolyn Blair recommended that Member Costello compose a letter from himself to the Board of Supervisors specifying his concerns and stated that she did not agree with the request to produce a letter from the Council.

6. **DISCUSSION: New Business**. Chair Sacamano announced that this week was Arbor Week and that the Department of Public Works did a Rosa Parks memorial planting on Van Ness. Announced that on Saturday, Recreation and Park, Department of Public Works and Friends of the Urban Forest have tree-planting activities at various locations in the City.

7. **FUTURE AGENDA ITEMS.** The Planning Committee will discuss Landmark Tree Removal forms and the process at the April 20 meeting. A revised draft of the Pruning Standards would be discussed at a future meeting.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Ms. Carolyn Blair requested clarification on what role individual members play when they go individually to the Board of Supervisors in regards to issues that are before the full Council. Member Rodgers recommended that clarification be requested from the Deputy City Attorney.

9. **ADJOURNMENT:** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 6:30 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, April 20, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted:

SF Environment
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

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Approved

Thursday, March 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Acceptanceform.doc, Trial tree evaluation http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Trialtreeevaluation.PDF). Received in Committee: Landmark Tree Nomination Process 031506 http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkTreeNomProcessRecinCmte.pdf.

Coordinator Harte advised the Committee that Deputy City Attorney John Malamut was consulted on what the Urban Forestry Council should produce based on the new ordinance so the Board of Supervisors can move ahead. Deputy City Attorney Malamut returned a checklist of requirements. From the checklist of requirements, Coordinator Harte and Associate Ma produced and presented "Nomination, Approval or Denial, and Appeals Procedure for San Francisco's Landmark Tree", updated nomination, evaluation, removal, acceptance forms, and process flowcharts.

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Acceptance Form—Board of Supervisors to produce form--send draft to the Board of Supervisors to initiate process.

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- Delete "I would like to have a Landmark Tree Plaque sited on my property near the tree trunk" or make sure the property owner is responsible for paying for the plaque;

- Signature line should be the "Chair, Urban Forestry Council" instead of "representative";
- Change "The Urban Forestry Council has designated" to "The City and County of San Francisco has designated…";
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Other additions:

- Add a separate form that states, "agree, disagree, and comments on nominations."
- Provide an explanation sheet to the owner on their responsibilities for maintenance.
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VOTE: (Adopted 4-0) (Absent: 1)
AYES: Members Costello, Habert, Rodgers and Sacamano
NOES: None
ABSENT: Member Fisher

Coordinator Harte advised that he would schedule a presentation to the Board of Supervisors on the criteria and will advise that the Council will immediately begin working on removal criteria.

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members discussed uniform tree pruning standards.

   Member Costello presented an amended version of the "Pruning Standards for Trees in the City and County of San Francisco (Draft 3/16/06)" http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/PruningStandardsforTreesRecinCmte031606.pdf and discussed the new version.

   Recommended revisions to the Standards included:

   - Initiate a code change that would add a requirement for training and audits of work;
   - Remove the bullet point "Improve a view" on Page 2;
   - Standard 1, DPW does not have resources to create a separate plan for each tree. Recommended stating that for city agencies or organizations responsible for large number of trees, that there be a maintenance plan (but not for each individual tree);
   - Standard 3, More than 25% of the crown may have to be removed to reduce failure potential and abate public safety issues;
   - B3. When to Prune—DPW not a seasonal crew, they prune all year;
   - C5. Utility Pruning—include overhead wires, MUNI wires, and other wires;
   - Providing differences between agency and contract tree work and species-specific requirements.

   Member Costello requested that Members submit recommended revisions in writing.

   Public Comment: Ms. Carolyn Blair referenced Section A. Pruning Needs, Objectives and Plans and recommended adding a point to "prolong the life of a tree, preservation." Suggested that there is a correct way to prune a mature tree that aids its health and a way of limbing it up that will lessen its life. Concerned with (1) the type of pruning that would lessen a tree's life, and (2) with clearance of utility lines and suggested pushing for the City to raise utility poles versus cutting trees down where poles are 50 feet high. Referenced Page 2 in regards to a separate plan for each tree and asked if San Francisco only consists of the majority of trees that are only 3 major species, 10 at the most.

   Public Comment: Ms. Carla Short suggested adding a reference to maintaining clearance for high voltage lines. Member Costello stated it should be included in a separate Section 6 under Pruning Mature Trees. Chair Sacamano recommended an explanation that the standards are not intended for private property owners to prune near high voltage lines. Member Costello clarified that the standards are identified for private contractors working on public trees, not for homeowners. Ms. Short encouraged creating standards for homeowners. Other recommendations included adding species names that can be pollarded, that the canopy does not need to be drastically reduced when you root prune, and on Standard 6 – to use spikes only if trees are being removed.

Members were asked to send their comments to Member Costello to produce another draft. A revised draft would be forwarded to Coordinator Harte to forward to the agencies that receive the Annual Report for review and comment.

5. **DISCUSSION and POSSIBLE ACTION**: Urban Forestry Council Role. Committee members discussed asking the Board of Supervisors for retroactive clarification on the role of the Urban Forestry Council during the legislative process for Ordinance 0017-06 Amendment to the Public Works Code Section 801, landmark trees, significant trees, and penalties for violations.

   Member Costello explained to the Committee that he would like to resolve how the Urban Forestry Council can better work with the Board of Supervisors in the future by requesting the Planning Committee make a recommendation to the Council to prepare a letter asking for clarification as to what occurred in the process and to request recommendations on how the Board foresees working with the Council in the future. Member Rodgers explained that she would not be in favor of the request and favored inviting the Board President to speak to the Council as he offered to Chair Milne. Chair Sacamano spoke in support if the letter were structured in a positive way. Coordinator Harte advised that according to Deputy City Attorney Malamut that (1) the Board would not present their view on this issue as a group, that individual responses may or may not be received, and (2) when presenting landmark tree criteria to the Board, that would be the time to insert anything that the Council feels was not done well. Chair Sacamano recommended a one-on-one discussion with Board members.

   Upon Motion By Member Costello and second by Member Habert, it was approved that the Planning Committee recommend a discussion at the full Council to consider formally requesting clarification from the Board of Supervisors on the Urban Forestry Council's role in advising them on urban forestry matters.

   VOTE: Adopted (3-1))(1 Absent)
   AYES: Committee Members Costello, Habert and Sacamano
   NOES: Committee Member Rodgers
   ABSENT: Committee Member Fisher

   Public Comment: Ms. Carolyn Blair recommended that Member Costello compose a letter from himself to the Board of Supervisors specifying his concerns and stated that she did not agree with the request to produce a letter from the Council.

6. **DISCUSSION: New Business**. Chair Sacamano announced that this week was Arbor Week and that the Department of Public Works did a Rosa Parks memorial planting on Van Ness. Announced that on Saturday, Recreation and Park, Department of Public Works and Friends of the Urban Forest have tree-planting activities at various locations in the City.

7. **FUTURE AGENDA ITEMS.** The Planning Committee will discuss Landmark Tree Removal forms and the process at the April 20 meeting. A revised draft of the Pruning Standards would be discussed at a future meeting.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Ms. Carolyn Blair requested clarification on what role individual members play when they go individually to the Board of Supervisors in regards to issues that are before the full Council. Member Rodgers recommended that clarification be requested from the Deputy City Attorney.

9. **ADJOURNMENT:** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 6:30 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, April 20, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted: April 20, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

04-13-06 A11:18 RCVD

Thursday, April 20, 2006 at 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the March 16, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the March 16, 2006 Regular Meeting).

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Removal Criteria. Committee members will discuss landmark tree removal criteria and may vote to recommend criteria to the full Council. (Explanatory documents: Landmark Removal Chart and Landmark Removal Information Sheet).

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members will discuss revised tree pruning standards and may vote to recommend these standards to the full Council. (Explanatory document: Revised Tree Pruning Standards April 2006).

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

5. **DISCUSSION and POSSIBLE ACTION**: Letter to Board of Supervisors. Committee members will review a letter asking the Board of Supervisors for clarification in regard to the Council's advisory role on legislation. Members may vote on recommending this letter to the full Council. (Explanatory document: Draft Letter to Board of Supervisors).

6. **DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

9. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with

chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forestry Coordinator
TEL: (415) 355-3764

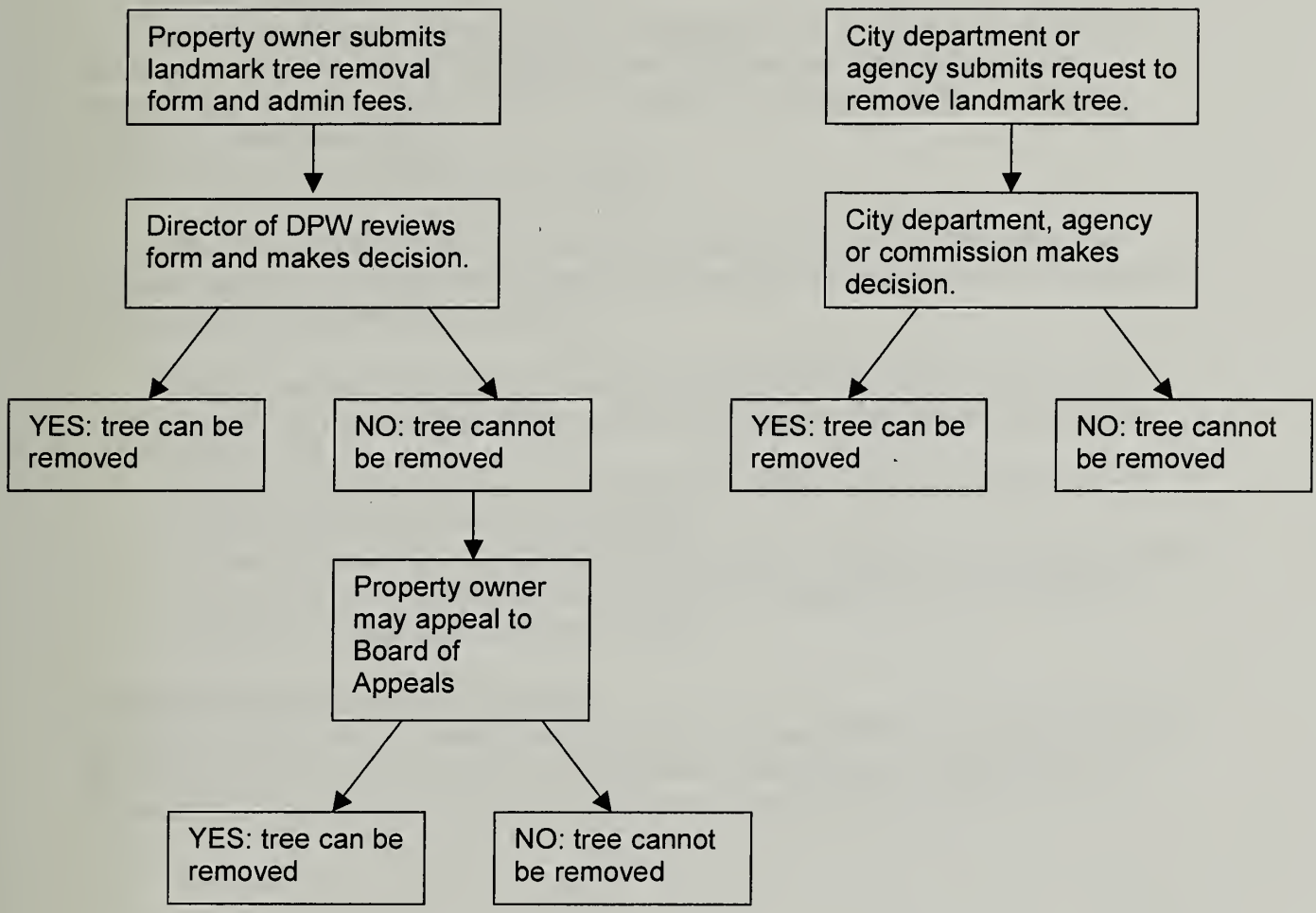
Grace Ma, Urban Forestry Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: April 11, 2006

Landmark Tree Removal Process

(draft 3/20/06)


Property owner submits landmark tree removal form and admin fees.
Director of DPW reviews form and makes decision.
YES: tree can be removed
NO: tree cannot be removed
Property owner may appeal to Board of Appeals
YES: tree can be removed
NO: tree cannot be removed
City department or agency submits request to remove landmark tree.
City department, agency or commission makes decision.
YES: tree can be removed
NO: tree cannot be removed

Landmark Tree Removal Information

For property owners
In accordance with Ordinance 0017-06, a property owner wishing to remove a landmark tree must submit a landmark tree removal permit and fee to the Department of Public Works (DPW). Contact the Bureau of Urban Forestry, DPW for more information.
[phone number, web information and form]

DPW will consider many factors when they approve or deny a landmark tree removal permit. They will look at reasons for removal submitted by the property owner and/or a professional arborist.

- Why a removal outweighs the public benefit and protection of the tree.
- How or why the current tree condition will lead to decline or death in the near future.
- How or why there will be a substantial hardship in use and enjoyment to the property owner if the tree remains.
- If a tree is removed for a development project, is there a landscape design component, which will eventually replace or increase the tree canopy cover in a reasonable amount of time?

For City departments and agencies
Each City department or agency will conduct a review process for proposed tree removal, which includes a public hearing. Each department is responsible for conducting this process in a manner consistent with Ordinance 0017-06.

April 4, 2006

San Francisco Board of Supervisors
1 Dr. Carlton B. Goodlet Place Room 244
San Francisco CA 94102-4689

Dear Members of the Board of Supervisors,

The Urban Forestry Council (UFC) respectfully requests a clarification of our role regarding the legislative process in San Francisco. As you know, the Council is closely linked to the Board of Supervisors: we serve to advise the Board on urban forestry matters, our recommendations are advanced directly to the Board, and the majority of our members are appointed by the Board. The UFC is interested in doing what it can to preserve, improve, and strengthen this working relationship with the Board.

The clarification requested relates the Landmark Tree Ordinance passed by the Board of Supervisors on January 10, 2006. Supervisor Peskin added a significant amendment to the ordinance in December 2005. This amendment was reviewed extensively by the UFC Planning and Policy Committee at its meeting on December 15, 2005, and recommendations were forwarded to the full Council for deliberation at the January 13, 2006 meeting. Unfortunately, the Board voted on the proposed Landmark Tree Ordinance with amendment before we had an opportunity to advance our recommendations. Although the Council appreciates the previous opportunities we had to provide input on this legislation, we would have liked to submit comments on the final version.

With this in mind, we would greatly appreciate a clarification of our role in the legislative process. For urban forestry items that come before the BOS in the future, are we to expect that the UFC will have an opportunity to provide recommendations (or position statements) on such items prior to Board action? Or is the BOS prepared to act on urban forestry legislation with or without input from the UFC?

We ask for this clarification so that we can understand and honor the legislative process. We greatly appreciate your consideration of this request and look forward to your reply.

Sincerely,

Urban Forestry Council

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, April 20, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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draft

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members Fisher, Rodgers, and Sacamano. Excused: Committee Member Costello; Absent: Committee Member Habert.

2. **ACTION**: Adoption of minutes of the March 16, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Council Member Fisher and second by Council Member Rodgers, the Minutes of the March 16, 2006 Planning and Policy Committee Meeting were adopted with no objection (Absent: Committee Members Costello and Habert). There was no public comment at this time. (Explanatory Document: March 16, 2006 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=38365.)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Removal Criteria. Committee members discussed landmark tree removal criteria and voted to recommend criteria to the full Council. (Explanatory documents amended and distributed in Committee meeting: Landmark Tree Removal Process Chart http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/landmark_removalchart_apr20.doc, Landmark Tree Removal Information Sheet http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/LandmarkRemovalInfo(1).doc; New Document introduced at the meeting: CCSF Landmark Tree Program Information and Nomination Forms

http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/CCSFLandmarkTreeProgram.pdf .)

Ms. Grace Ma, Urban Forestry Council Associate presented landmark tree removal criteria that included a process flowchart and information sheet based on requirements of the Ordinance.

The Committee discussed the Landmark Tree Removal Process Chart and Landmark Tree Removal Information sheet recommending edits that include:

- Anyone could appeal the removal or non-removal of trees;
- Landmark tree removal requires public notification;
- Public jurisdiction tree decisions are final and not appealable.

Public Comment: Ms. Carolyn Blair inquired about the number of City landmark trees and their locations. Member Sacamano advised Ms. Blair to contact Ms. Carla Short, Department of Public Works. Ms. Blair asked about the process the Recreation and Park Department would take when removing a landmark tree. It was stated that according to the Ordinance, the department is required to provide notice and hold a Commission public hearing before making a final decision.

Landmark Tree Removal Information discussions and edits/additions:

- Property owner must submit a landmark tree removal application, not permit;
- Factors for approving or denying a landmark tree removal permit revised;
- "For City departments and agencies" and "Landmark Tree Removal Criteria" were revised;
- Tools for evaluating trees for removal, resources for evaluating trees for removal, and recommendations for public hearings were added;
- Recommendation that Department of the Environment create an electronic database and GIS mapping for all landmark trees.

Public Comment: Ms. Carolyn Blair recommended requiring departments to examine landmark trees with resistograms or other methods in order to provide evidence of tree health and proof for removal. It was requested that Department staff research specific tools of measure for proving the condition of a tree.

Upon Motion by Member Rodgers and second by Member Fisher the Landmark Tree Removal Process chart and Landmark Tree Removal Information sheet was approved with edits and additions and would be forwarded to the full Council for their review at the April 25, 2006 meeting. AYES: Members Sacamano, Fisher, and Rodgers; ABSENT: Members Costello and Habert.

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members continued discussing revised tree pruning standards and voting to recommend these standards to the full Council to the May 18, 2006 Planning and Policy Committee.

5. **DISCUSSION and POSSIBLE ACTION**: Letter to Board of Supervisors. Committee members reviewed a letter asking the Board of Supervisors for clarification in regard to the Council's advisory role on legislation. (Explanatory document: Draft Letter to Board of Supervisors http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/draftletterlandmark.doc).

   Public Comment: Ms. Carolyn Blair advised that the Board President would be happy to meet with Member Costello to discuss the situation.

   Upon Motion by Member Fisher and second by Member Rodgers, the letter to the Board of Supervisors was referred to the full Council for consideration and action without recommendation.

6. **DISCUSSION**: New Business. Urban Forestry Council Associate Ma presented a new public information document called the "City and County of San Francisco Landmark Tree Program-Program Information and Nomination Forms." It was indicated that Coordinator Harte would be speaking to Mr. Mark Westlund, Program Outreach Manager to discuss public outreach and education. Committee members recommended better tree picture graphics for the front cover.

   Public Comment: Ms. Carolyn Blair inquired as to the process the Urban Forestry Council would take to prove that a tree is unqualified for landmark status. It was indicated that Department staff would conduct staff reviews and that the applicant would be providing supporting documentation. Staff's analysis and recommendation would be forwarded to the full Council for their final determination.

7. **FUTURE AGENDA ITEMS**—Tree Pruning Standards.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Ms. Carolyn Blair expressed her concern with the disposition of existing street trees and the City's project of installing terra cotta sewer lines. Member Sacamano advised that this item would be heard at the April 25 full Council meeting and representatives from the Department of Public Works Bureau of Construction Management and the Department of Parking and Traffic would be speaking. It was indicated that the San Francisco Public Utilities Commission was involved in this project but was not yet contacted to speak at the meeting.

   Ms. Blair requested that quality of life and beauty that a Landmark tree gives to the community be mentioned in landmark tree designation documentation.

9. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning & Policy Committee meeting adjourned at 5:15 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, May 18, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

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approved

Thursday, April 20, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members Fisher, Rodgers, and Sacamano. Excused: Committee Member Costello; Absent: Committee Member Habert.

2. **ACTION**: Adoption of minutes of the March 16, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Council Member Fisher and second by Council Member Rodgers, the Minutes of the March 16, 2006 Planning and Policy Committee Meeting were adopted with no objection (Absent: Committee Members Costello and Habert). There was no public comment at this time. (Explanatory Document: March 16, 2006 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=38365.)

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Public Comment: Ms. Carolyn Blair inquired about the number of City landmark trees and their locations. Member Sacamano advised Ms. Blair to contact Ms. Carla Short, Department of Public Works. Ms. Blair asked about the process the Recreation and Park Department would take when removing a landmark tree. It was stated that according to the Ordinance, the department is required to provide notice and hold a Commission public hearing before making a final decision.

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Public Comment: Ms. Carolyn Blair recommended requiring departments to examine landmark trees with resistograms or other methods in order to provide evidence of tree health and proof for removal. It was requested that Department staff research specific tools of measure for proving the condition of a tree.

Upon Motion by Member Rodgers and second by Member Fisher the Landmark Tree Removal Process chart and Landmark Tree Removal Information sheet was approved with edits and additions and would be forwarded to the full Council for their review at the April 25, 2006 meeting. AYES: Members Sacamano, Fisher, and Rodgers; ABSENT: Members Costello and Habert.

4. **DISCUSSION and POSSIBLE ACTION**: Tree Pruning Standards. Committee members continued discussing revised tree pruning standards and voting to recommend these standards to the full Council to the May 18, 2006 Planning and Policy Committee.

5. **DISCUSSION and POSSIBLE ACTION**: Letter to Board of Supervisors. Committee members reviewed a letter asking the Board of Supervisors for clarification in regard to the Council's advisory role on legislation. (Explanatory document: Draft Letter to Board of Supervisors http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/draftletterlandmark.doc).

   Public Comment: Ms. Carolyn Blair advised that the Board President would be happy to meet with Member Costello to discuss the situation.

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7. **FUTURE AGENDA ITEMS**—Tree Pruning Standards.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

   Ms. Carolyn Blair expressed her concern with the disposition of existing street trees and the City's project of installing terra cotta sewer lines. Member Sacamano advised that this item would be heard at the April 25 full Council meeting and representatives from the Department of Public Works Bureau of Construction Management and the Department of Parking and Traffic would be speaking. It was indicated that the San Francisco Public Utilities Commission was involved in this project but was not yet contacted to speak at the meeting.

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9. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning & Policy Committee meeting adjourned at 5:15 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, May 18, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted: June 15, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

05-15-07P03:47 RCVD

Thursday, May 18, 2006 at 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the April 20, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the April 20, 2006 Regular Meeting)
3. **DISCUSSION and POSSIBLE ACTION**: Uniform Pruning Standards: Committee members will discuss uniform pruning standards and may vote to recommend the standards to the Urban Forestry Council. (Explanatory document: Pruning standards May 2006)
4. **DISCUSSION**: Tree Disclosure and Protection Requirements Update: Committee members will talk about the tree disclosure process for properties with landmark, significant and/or street trees.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

5. **DISCUSSION**: New Business

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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2. Request staff to report back on a matter at a subsequent meeting, or
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Disability Access

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Alexis Harte, Urban Forestry Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forestry Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: May 15, 2006

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

City and County of San Francisco
Urban Forestry Council

Planning and Policy Committee

MINUTES OF REGULAR MEETING
Thursday, May 18, 2006, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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The Thursday, May 18, 2006, 4:00 p.m. Regular Meeting of the Urban Forestry Council's Planning and Policy Committee was cancelled due to a lack of quorum.

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Respectfully submitted by,

Monica Fish, Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Special Meeting Notice and Agenda

This meeting is special because it has been rescheduled from its regular date and time.

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Thursday, June 22, 2006 at 4:00PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the Regular April 2006 Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the Regular April 20, 2006 meeting)
3. **DISCUSSION and POSSIBLE ACTION**: Pruning standards. Committee members will discuss pruning standards based on comments from the Urban Forestry Council. They may vote to recommend revised standards to the full Council (Explanatory document: Pruning standards June 2006).
4. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Procedures. Committee members will discuss procedures for landmark trees such as the establishment of interagency policies for recording and mapping landmark trees in San Francisco. They may vote to recommend procedures to the full Council.

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5. **DISCUSSION**: New Business

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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Monica Fish, Council Secretary
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Posted: June 5, 2006

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
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***SPECIAL RESCHEDULED MEETING**

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DRAFT MINUTES

Thursday, June 22, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

The Thursday, June 15, 2006, 4:00 p.m. Regular meeting was rescheduled to a Special Meeting on Thursday, June 22, 2006 at 4:00 p.m.

ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:08 p.m. Present: Planning Committee Members Costello, Habert and Sacamano. Absent: Committee Member Rodgers.

2. **ACTION**: Adoption of minutes of the April 20, 2006 Regular Meeting. Upon Motion by Member Habert and second by Member Costello, the April 20, 2006 Meeting Minutes were adopted with no objection. (Explanatory Document: April 20, 2006 Approved Meeting Minutes http://sfgov.org/site/sfebvuribnebt_page.asp?id=38936.)

3. **DISCUSSION and POSSIBLE ACTION**: Pruning standards. The draft of the May 25, 2006 Pruning Standards was distributed in the Committee meeting http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/052506PruningStandards.PDF.

   Planning Committee members discussed comments received from the Urban Forestry Council at their May 26 meeting and incorporated revisions to present to the Council at their June 27 meeting. Chair Sacamano indicated that he would contact PG&E and report back with additional information on utility pruning

guidelines and Article 16 information, and Coordinator Harte would report on whether standards would apply to the Redevelopment Agency and the School District. A discussion was held on the process for implementing the Pruning Standards. Methods discussed included:

- Urban Forestry Council to vote on adopting Pruning Standards at their June 27 meeting to forward to the Board of Supervisors for their adoption;
- Member Costello would introduce and conduct a training session for City departments once adopted;
- Test the standards for a specific timeline and apply modifications as needed;
- Codify the Standards after they have been tested and modifications made.

Upon motion by Chair Sacamano and second by Member Costello, the Pruning Standards were approved with amendments and would be forwarded for the Council's review and vote for adoption at their June 27 meeting. AYES: Members Sacamano, Costello, and Habert. Absent: Member Rodgers.

4. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Procedures. Committee members discussed procedures for landmark trees such as the establishment of interagency policies for recording and mapping landmark trees in San Francisco. Coordinator Harte informed the Committee that the intern that was assigned to recording landmark trees to a database is no longer working at the Department. It was announced that the Board of Supervisors Committee would be reviewing landmark tree nomination and removal criteria at their July 10 meeting. This item was continued to a future meeting in order to receive input from the Department of Building Inspection and Planning Departments.

5. **DISCUSSION**: New Business. Member Costello and Committee members discussed the lack of response from Board of Supervisors members to the letter asking clarification of the role of the Urban Forestry Council and discussed follow-up steps. Member Sacamano recommended that Member Costello speak to individual Board members or their aides. This item has been agendized for further discussion at the June 27, 2006 Council meeting.

6. **FUTURE AGENDA ITEMS.** (1) Landmark tree procedures—establishment of interagency policies for recording and mapping landmark trees, and (2) a discussion on the status of the Urban Forest Plan as an element of the General Plan.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:50 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, July 20, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

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***SPECIAL RESCHEDULED MEETING**

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APPROVED MINUTES

Thursday, June 22, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

The Thursday, June 15, 2006, 4:00 p.m. Regular meeting was rescheduled to a Special Meeting on Thursday, June 22, 2006 at 4:00 p.m.

ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:08 p.m. Present: Planning Committee Members Costello, Habert and Sacamano. Absent: Committee Member Rodgers.

2. **ACTION**: Adoption of minutes of the April 20, 2006 Regular Meeting. Upon Motion by Member Habert and second by Member Costello, the April 20, 2006 Meeting Minutes were adopted with no objection. (Explanatory Document: April 20, 2006 Approved Meeting Minutes http://sfgov.org/site/sfebvuribnebt_page.asp?id=38936.)

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guidelines and Article 16 information, and Coordinator Harte would report on whether standards would apply to the Redevelopment Agency and the School District. A discussion was held on the process for implementing the Pruning Standards. Methods discussed included:

- Urban Forestry Council to vote on adopting Pruning Standards at their June 27 meeting to forward to the Board of Supervisors for their adoption;
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Upon motion by Chair Sacamano and second by Member Costello, the Pruning Standards were approved with amendments and would be forwarded for the Council's review and vote for adoption at their June 27 meeting. AYES: Members Sacamano, Costello, and Habert. Absent: Member Rodgers.

4. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Procedures. Committee members discussed procedures for landmark trees such as the establishment of interagency policies for recording and mapping landmark trees in San Francisco. Coordinator Harte informed the Committee that the intern that was assigned to recording landmark trees to a database is no longer working at the Department. It was announced that the Board of Supervisors Committee would be reviewing landmark tree nomination and removal criteria at their July 10 meeting. This item was continued to a future meeting in order to receive input from the Department of Building Inspection and Planning Departments.

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6. **FUTURE AGENDA ITEMS.** (1) Landmark tree procedures—establishment of interagency policies for recording and mapping landmark trees, and (2) a discussion on the status of the Urban Forest Plan as an element of the General Plan.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:50 p.m.

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
URBAN FORESTRY COUNCIL
PLANNING AND POLICY COMMITTEE

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*NOTICE OF RESCHEDULED MEETING

Department of the Environment, 11 Grove Street
Ground Floor Conference Room
San Francisco, CA 94102

COMMITTEE MEMBERS: Members Paul Sacamano (Chair), Larry Costello, David Habert, Kelly Quirke and AnMarie Rodgers

Commission Secretary: Monica Fish

***The Regular Meeting of the Urban Forestry Council's Planning and Policy Committee has been rescheduled from Thursday, July 20, 2006 at 4:00 p.m. to a Special Rescheduled Meeting on Thursday, July 27, 2006 at 4:00 p.m.** The meeting will be held at the Department of the Environment, Ground Floor Conference Room, 11 Grove Street. An agenda will be provided 72 hours prior to the meeting. Please contact the Department of the Environment Urban Forestry Council Secretary, Monica Fish, at 415-355-3709 or Monica.Fish@sfgov.org if you would like to be placed on the agenda list. An agenda may also be accessed on the website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234.

Monica Fish, Council Secretary
TEL: (415) 355-3709
FAX: (415) 554-6393

Posted: July 17, 2006

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GAVIN NEWSOM, MAYOR
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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Special Meeting Notice and Agenda

This meeting is special because it is not being held on its regularly scheduled day.

***Thursday, July 27, 2006 at 4:00PM**
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

***The Thursday, July 20, 2006, 4:00 p.m. Regularly Scheduled Meeting has been rescheduled to Thursday, July 27, 2006 at 4:00 p.m.**

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the June 22, 2006 Special Rescheduled Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the June 22, 2006 Special Meeting)
3. **DISCUSSION**: Recommended Tree List. Committee members will discuss compiling a list of recommended trees for San Francisco. (Explanatory document: Summary recommended trees)
4. **DISCUSSION**: New Business
5. **FUTURE AGENDA ITEMS**

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6. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

7. **ADJOURNMENT**

Public Comment

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Posted: July 20, 2006

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Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

***SPECIAL RESCHEDULED MEETING**

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Thursday, July 27, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

*The Thursday, July 20, 2006, 4:00 p.m. Regular Meeting was rescheduled to a Special Meeting on Thursday, July 27, 2006 at 4:00 p.m.

ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members Habert, Quirke, and Sacamano. Absent: Committee Members Costello and Rodgers.

2. **ACTION**: Adoption of minutes of the June 22, 2006 Special Rescheduled Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the June 22, 2006 Meeting Minutes were adopted with no objection. (Explanatory Document: June 22, 2006 Approved Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=41710.)

3. **DISCUSSION**: Recommended Tree List. Committee members discussed compiling a list of recommended trees for San Francisco. (Explanatory document: Summary recommended trees distributed in Committee meeting http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/RecommendedStreetTreesList.pdf.)

   Coordinator Harte introduced Mr. Jeff Shields, who has been interning with the Urban Forestry program area for the past three weeks and has been working on a list of recommended trees with input from the Department of Public Works, Friends

of the Urban Forest, Presidio and Arborists. Mr. Jeff Shields described the process used for compiling the list and discussed information received from the above agencies and arborists. Coordinator Harte requested that the Planning Committee agree on a final list of recommended street trees and how the list should be presented.

Planning Committee members discussed tree species that should be added or removed from the list, development of selection criteria, planting guidelines, and tree diversity. Department of Public Works and Friends of the Urban Forest would work on linking the Department of Public Works and Friends of the Urban Forest tree species recommendations.

Chair Sacamano recommended (1) Member Costello provide feedback before the list is moved to the full Council for final approval; (2) adding a clause to the list that states, "street tree species selection and location is dependent upon the approval of the Department of Public Works" and (3) testing new tree species.

Public Comment: Ms. Carla Short, Department of Public Works recommended contacting the Recreation and Park Department for their input and adding tiers of tree recommendations noting microclimate, infrastructure, and site considerations.

Public Comment: Ms. Ellyn Shea, Friends of the Urban Forest discussed the importance of indicating two tiers of trees that consists of highly recommended and experimental trees in particular microclimates. It was suggested that the list should be used as a guideline, not as a selection list.

Public Comment: Mr. Richard Ingraham, Geneticist, discussed the Jacarandas in Pretoria and Johannesburg, South Africa, and recommended that the Department of Urban Forestry's document on sidewalk and trial trees be used and revised. Mr. Ingraham offered to ask the Botanical Garden's tour guide for planting recommendations by microclimate.

Planning Committee members and public participants agreed to send comments to be considered at the next Planning Committee meeting and then hold a discussion on format.

4. **DISCUSSION**: New Business. Member Quirke inquired about the budget presentation scheduled for the July 28, 2006 Urban Forestry Council meeting and whether it would address the plan around the better streets program.

Coordinator Harte reported that he would be giving a presentation on the budget at the Council meeting and indicated that a Department of Public Works (DPW) representative would have information on the Mayor's supplemental tree budget allocation to DPW. Chair Sacamano recommended that Ms. Kris Opbroek, lead

DPW Greening representative, be contacted to provide budget details and encouraged interested members to contact the Mayor's Office of Greening to discuss the better streets program.

Public Comment: Mr. Richard Ingraham recommended a brown bag presentation on the heron problem/resolution at the Oak Arboretum at Davis. A presentation will be given at UC Botanical in the fall or winter.

5. **FUTURE AGENDA ITEMS.** The tree species list would be discussed at the next Planning Committee meeting on August 17. Coordinator Harte would provide data on street tree survival before the next meeting. DPW and Friends of the Urban Forest would compare their lists and try to match recommendations; Planning Committee members and public participants would provide their comments on tree characteristics and planting recommendations in terms of location and microclimate.

   Public Comment: Mr. Richard Ingraham stated that the Friends book on trees suggests going out to the planting along 19th Avenue, and asked if the area was being maintained. Ms. Shea advised that the area is along Funston Avenue and is maintained by the Recreation and Park Department.

6. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:32 p.m.

Adopted:

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

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Approved

***SPECIAL RESCHEDULED MEETING**

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APPROVED MINUTES

Thursday, July 27, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

*The Thursday, July 20, 2006, 4:00 p.m. Regular Meeting was rescheduled to a Special Meeting on Thursday, July 27, 2006 at 4:00 p.m.

ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members Habert, Quirke, and Sacamano. Absent: Committee Members Costello and Rodgers.

2. **ACTION**: Adoption of minutes of the June 22, 2006 Special Rescheduled Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the June 22, 2006 Meeting Minutes were adopted with no objection. (Explanatory Document: June 22, 2006 Approved Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=41710.)

3. **DISCUSSION**: Recommended Tree List. Committee members discussed compiling a list of recommended trees for San Francisco. (Explanatory document: Summary recommended trees distributed in Committee meeting http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/RecommendedStreetTreesList.pdf.)

   Coordinator Harte introduced Mr. Jeff Shields, who has been interning with the Urban Forestry program area for the past three weeks and has been working on a list of recommended trees with input from the Department of Public Works, Friends

of the Urban Forest, Presidio and Arborists. Mr. Jeff Shields described the process used for compiling the list and discussed information received from the above agencies and arborists. Coordinator Harte requested that the Planning Committee agree on a final list of recommended street trees and how the list should be presented.

Planning Committee members discussed tree species that should be added or removed from the list, development of selection criteria, planting guidelines, and tree diversity. Department of Public Works and Friends of the Urban Forest would work on linking the Department of Public Works and Friends of the Urban Forest tree species recommendations.

Chair Sacamano recommended (1) Member Costello provide feedback before the list is moved to the full Council for final approval; (2) adding a clause to the list that states, "street tree species selection and location is dependent upon the approval of the Department of Public Works" and (3) testing new tree species.

Public Comment: Ms. Carla Short, Department of Public Works recommended contacting the Recreation and Park Department for their input and adding tiers of tree recommendations noting microclimate, infrastructure, and site considerations.

Public Comment: Ms. Ellyn Shea, Friends of the Urban Forest discussed the importance of indicating two tiers of trees that consists of highly recommended and experimental trees in particular microclimates. It was suggested that the list should be used as a guideline, not as a selection list.

Public Comment: Mr. Richard Ingraham, Geneticist, discussed the Jacarandas in Pretoria and Johannesburg, South Africa, and recommended that the Department of Urban Forestry's document on sidewalk and trial trees be used and revised. Mr. Ingraham offered to ask the Botanical Garden's tour guide for planting recommendations by microclimate.

Planning Committee members and public participants agreed to send comments to be considered at the next Planning Committee meeting and then hold a discussion on format.

4. **DISCUSSION**: New Business. Member Quirke inquired about the budget presentation scheduled for the July 28, 2006 Urban Forestry Council meeting and whether it would address the plan around the better streets program.

   Coordinator Harte reported that he would be giving a presentation on the budget at the Council meeting and indicated that a Department of Public Works (DPW) representative would have information on the Mayor's supplemental tree budget allocation to DPW. Chair Sacamano recommended that Ms. Kris Opbroek, lead

DPW Greening representative, be contacted to provide budget details and encouraged interested members to contact the Mayor's Office of Greening to discuss the better streets program.

Public Comment: Mr. Richard Ingraham recommended a brown bag presentation on the heron problem/resolution at the Oak Arboretum at Davis. A presentation will be given at UC Botanical in the fall or winter.

5. **FUTURE AGENDA ITEMS.** The tree species list would be discussed at the next Planning Committee meeting on August 17. Coordinator Harte would provide data on street tree survival before the next meeting. DPW and Friends of the Urban Forest would compare their lists and try to match recommendations; Planning Committee members and public participants would provide their comments on tree characteristics and planting recommendations in terms of location and microclimate.

   Public Comment: Mr. Richard Ingraham stated that the Friends book on trees suggests going out to the planting along 19th Avenue, and asked if the area was being maintained. Ms. Shea advised that the area is along Funston Avenue and is maintained by the Recreation and Park Department.

6. **ADJOURNMENT.** The meeting of the Urban Forestry Council Planning and Policy Committee adjourned at 5:32 p.m.

Adopted: August 17, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

Thursday, August 17, 2006 @ 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forestry Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the July 22, 2006 Urban Forestry Council Planning Committee Special Meeting. (Explanatory document: Draft Minutes of the July 22, 2006 Special Meeting)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Committee. Committee members will outline potential structure and schedule for a landmark tree committee and may vote on recommendations to the Urban Forestry Council. (Explanatory document: Urban Forestry Council bylaws, Overview sheet)

4. **DISCUSSION and POSSIBLE ACTION**: Annual State of the Urban Forest Report. Committee members will review and may vote to approve a cover letter that will accompany the 2006 State of the Urban Forest report. The Urban Forest Plan is the submission for the 2006 State of the Urban Forest report. (Explanatory document: Cover letter for Urban Forest Plan, Urban Forest Plan)

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

5. **DISCUSSION and POSSIBLE ACTION**: Street Tree List. Committee members will discuss a compiled list of street trees that are expected to grow well in San Francisco. Members may vote on recommending this list to the Urban Forestry Council. (Explanatory document: Revised street tree list)

6. **DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

9. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with

chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forestry Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forestry Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: August 14, 2006

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: August 17, 2006 **ITEM NO. 3**

URBAN FORESTRY COUNCIL
PLANNING AND POLICY COMMITTEE
AGENDA PACKET CONTENTS LIST*

- ☒ Urban Forestry Council Bylaws
- ☒ Overview Sheet
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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Urban Forestry Council Bylaws

Article I - Identification

Article II - Creation and Mission

Article III - Urban Forestry Council

Article IV - Officers

Article V - Council Staff

Article VI - Meetings

Article VII - Voting

Article VIII - Committees

Article IX - Parliamentary Procedures

Article X - Code of Ethics

Article XI - Amendment of Bylaws

Article I - Identification

- Section 1: Name
  The Urban Forestry Council

- Section 2: Compliance with Applicable Laws
  The Council shall comply with all applicable laws, including but not limited to the Ralph M. Brown Act (Cal. Government Code Section 54950 et seq.) and the San Francisco Sunshine Ordinance (San Francisco Administrative Code Section 67.1 et seq.) in publishing notices, agendas, and minutes and carrying out its operations and functions. Where publication or posting on a website is required, the Council shall use the Department of the Environment's website.

Article II - Creation and Mission

- Section 1: The Urban Forestry Council
  The Urban Forestry Council was established for the purpose of guiding the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety (San Francisco Environment Code Chapter 12 Sec. 1200(b)). The Council will carry out the duties specified in the ordinance so as to protect the community interest and ensure that San Francisco realizes the full range of tree benefits into the future (San Francisco Environment Code Chapter 12 Sec. 1200(a)).

Article III - Urban Forestry Council

- Section 1: Number
  The Council membership consists of fifteen representatives from local, state and federal agencies, non-

governmental organizations, technical experts and the public. City Department Heads, the Board of Supervisors and the Mayor appoint council members (San Francisco Environment Code Chapter 12 Sec. 1202(a)).

- Section 2: Term of Appointment
  Council members shall serve for two years. Members can serve successive terms if re-appointed by the body originally appointing the Council member. Council members serve at the pleasure of the body that appoints each Council member as specified by ordinance. The body that appoints Council members also may appoint at-large members to serve any unfilled Council positions (San Francisco Environment Code Chapter 12 Sec. 1202 (b)).

- Section 3: Compensation
  Council members shall serve without compensation (San Francisco Environment Code Chapter 12 Sec. 1202(g)).

- Section 4: Purpose and Responsibilities

1. (1) Develop, adopt, and update a long-term comprehensive Urban Forestry Plan that assists with the formulation of legislation and policy for the management of the City's public and private trees.

   The plan will include, but not be limited to:

   a. An inventory of physical resources and existing programs.
   b. The results of an assessment of the general public and San Francisco decision makers that reflects opinions on the state and future of the urban forest.
   c. A benefit/cost analysis.
   d. Recommendations for future policy, operational and legislative actions.
   e. Best Management Practices

2. Facilitate coordination among agencies with tree management responsibilities.

   a. Advise the Mayor, Board of Supervisors, city departments and commissions on urban forest concerns.
   b. Review project plans for major publicly sponsored developments and civic improvements and changes to the public right-of-way as they may impact trees. Based on its review, the Council shall make recommendations regarding these projects to the Planning Department and other affected agencies.
   c. Notify and involve public agencies when issues relate to trees on lands under their jurisdiction.
   d. Advise agencies with tree management responsibilities in their efforts to incorporate and follow the urban forest plan guidelines, best management practices, and other Council recommendations and policies.
   e. Facilitate the cooperative interaction of tree-related activities among various City, State, and federal agencies, as well as among businesses, public utilities, non-profit organizations, and the public.

3. Report on the state of the urban forest.

   a. Prepare or facilitate the plans and reports as set forth in the Urban Forestry Council Ordinance.
      i) The Council shall report to the Board of Supervisors and Mayor by September 1st of each year regarding the state of the urban forest.
      ii) City agencies and any non-profit organizations that accept city funding shall report to the Council no later than June 30 of each year. Other public entities also are urged to submit reports to the Council regarding the trees that they manage.

4. Ensure adherence to Urban Forestry Council Policies, Guidelines or Standards.

   1. City agencies that do not adhere to the policies, guidelines, or standards outlined in the Urban Forest Plan or best management practices shall explain their reasoning at a public hearing before the Council.
   2. Enforce procedures to address the Council in the public hearing process.

5. Foster Public Education and Outreach

   a. Encourage early and continuous public participation in urban forest projects and programs that includes consideration of neighborhood interests.
   b. Provide at designated Council meetings for a regular forum that follows an agenda of scheduled topics for public discussion of urban forest issues.

c. Serve as a clearinghouse for information related to the urban forest through the Department of the Environment.

6. Develop and Promote Best Management Practices

a. Develop and adopt tree planting and maintenance standards.
b. Establish criteria for a landmark/heritage tree program to provide for the protection of valuable trees on public and private property. The program shall propose administrative procedures and a tree removal appeal process for landmark/heritage trees.
c. Adopt guidelines for protecting trees during project design and construction.

7. Funding Assessment

a. Identify funding and staffing needs and opportunities for urban forest programs.
b. Help secure and encourage commitment of adequate resources for tree programs.
c. Develop and adopt a city-wide budget for the health and well-being of San Francisco's urban forest.

- Section 5: Excused Absences
If a Council member provides prior notification of absence from Council and Committee meetings to the Chair of the Council, then such absence is considered an excused absence. If the Chair or Council staff receives no prior notice, then the minutes shall note that the absence is unexcused. Regular attendance at Urban Forestry Council meetings is critical to the Council's ongoing success. If a Council Member misses more than three (3) meetings of the full Council or three (3) committee meetings per calendar year, whether those absences are excused or unexcused, then upon a vote of the Council, the Council Chair may ask the appointing authority to remove the member and appoint a replacement member.

- Section 6: Absence from the State
Any member of the Council who plans to be absent from the State of California for an extended period shall notify the Chair of the Council.

Article IV - Officers

- Section 1: Officers
The officers of the Council are a Chair and Vice-Chair. The Chair and Vice-Chair shall serve at the pleasure of the Council.

- Section 2: Term of Office
The term of each office shall be one year.

- Section 3: Nomination and Election of Officers

A. Elections for officers shall be conducted at the meeting of the Council in April of each year. At the Council meeting held in March of each year, any Council member interested in running for office shall state publicly his or her interest and willingness to run for a specific office. Such Council members, and any other Council members nominated at the March meeting, shall be candidates for office.

B. If the office of the Chair is vacated before the expiration of a term, the Vice-Chair shall serve as Chair until the next regular meeting. The Council shall conduct an election for Chair at the next regular meeting to fill the vacancy. If the Vice-Chair is elected as Chair, there shall be an election for a new Vice-Chair at that meeting. If the office of Vice-Chair is vacated before the expiration of a term, it shall remain vacant until the next regular meeting, at which time an election shall be held. Any Council members nominated at a meeting at which a special election is held shall be candidates for office.

- Section 4: General Duties and Responsibilities of the Chair
The Chair shall preside at all meetings of the Council. The Chair, working with the Council staff, shall oversee the preparation and distribution of the agenda for all Council meetings. The Chair shall be accountable to the Council as a whole in setting policy and shall also perform such other duties as may be assigned by the Council. The Chair (and/or his/her designee) shall serve as the liaison to the media and the other departments, agencies and commissions of the City and County of San Francisco, as necessary.

- Section 5: General Duties and Responsibilities of the Vice-Chair
  The Vice-Chair shall perform the duties and responsibilities that may be delegated by the Chair. In the absence or disability of the Chair, the Vice-Chair shall perform the duties as described above, in Section 4 of this article.

Article V - Council Staff

- Section 1: Council Coordinator
  A coordinator from the Department of the Environment who is hired by the Director of the Department of the Environment shall staff the Council. The Coordinator shall attend all meetings of the Council. The Coordinator's responsibilities shall include, but not be limited to, the following:

  1. Fundraising;
  2. Developing and drafting guidelines for adoption;
  3. Preparing staff and annual reports;
  4. Coordinating with other agencies; and
  5. Compiling information from local governmental agencies to track their budgets, and to develop an annual city-wide tree management budget for reporting purposes (San Francisco Environment Code Chapter 12 Sec. 1208(a)).

- Section 2: Council Secretary
  The staff of the Department of the Environment shall include a Council Secretary, who is assigned by the Director of the Department of the Environment. The Council Secretary shall attend all meetings of the Council. Under the supervision of the Chair, the Council Secretary is responsible for the proper recording and distribution of all Council actions, correspondence, and agendas, and ensuring that the Council meetings are properly publicly noticed and held at locations which are accessible to persons with disabilities.

- Section 3: Legal Advisor
  The City Attorney, or his or her designee, shall be the legal advisor to the Council. If the City Attorney determines in writing that he or she cannot, consistent with the Rules of Professional Conduct, provide advice sought by the Council, the City Attorney may recommend that the Council retain outside counsel.

Article VI - Meetings

- Section 1: Quorum
  At all meetings of the Council, the presence of a majority of membership shall constitute a quorum. The affirmative vote of a majority of the members shall be required for the approval of any matter. Therefore, based on the original membership of fifteen, eight members constitute a quorum. Likewise, eight affirmative votes are required for the approval of any matter.

- Section 2: Public Participation
  The Council shall hold meetings open to the public and encourage the participation of interested persons. Each person wishing to speak on an item before the Council shall be permitted to be heard. The total time for public comments may be limited by the Chair in a manner consistent with the San Francisco Sunshine Ordinance. Each agenda for meetings shall provide an opportunity for members of the public to directly address the Council on items of interest to the public that are within the Council's jurisdiction. The Public Comment opportunity shall appear on the agenda after "New Business"; except that, at the Chair's discretion, the Public Comment can be heard earlier in the agenda.

- Section 3: Meeting Minutes
  Minutes shall be taken at every regular and special Council meeting and shall be approved by the majority vote of the Council.

- Section 4: Records Retention
  The Council shall utilize the Department of Environment's record retention and destruction policy.

- Section 5: Meetings
  Regular meetings shall be held monthly on the fourth Friday of January, March, May, July, September and the second Friday in December at 10:00 a.m. at City Hall, Room 400 and on the 4th Tuesday in February, April, June, August, and October at 5:30 p.m. at City Hall, Room 416 beginning in February 2006. No regular meeting shall be scheduled for November. This information shall be posted on the Department of Environment's website.

- Section 6: Notice of Meetings
  Notices and agendas of all regular and special Council and committee meetings shall be posted at the San Francisco Main Library and mailed to each Council member and any person who files a written request for such notice with the Council. Notice of regular meetings shall be posted at least 72 hours before the meeting. Notice of special meetings shall be posted at least 24 hours before the meeting. In the case of a special meeting held at a location other than the regular Council meeting place, 15 days notice shall be provided.

- Section 7: Closed Sessions
  The Council is authorized to hold closed (non-public) sessions at regular and special meetings as provided by law.

- Section 8: Special Meetings
  The Chair of the Council may call special meetings to address specific matters. Such special meetings shall be properly noticed in accordance with applicable laws and ordinances.

Article VII - Voting

- Section 1: Voting and Abstention
  Each member present at a Council or committee meeting shall vote "yes" or "no" when a question is put, unless excused from voting by a motion adopted by a majority of the members present, or unless the member has a conflict of interest which legally precludes participation in the vote. Whether a Council member has a conflict of interest, which precludes participation in a vote, is determined on a case-by-case basis and, to the extent possible, in consultation with a legal advisor from the City Attorney's office.

Article VIII - Committees

- Section 1: Membership of Committees
  The Council and/or the Chair, at his or her discretion, may establish committees to perform tasks or functions as necessary. The Chair will appoint committee members and committee chairpersons for a specified period of time.

- Section 2: Committee Meetings
  Committees shall comply with all applicable laws in publishing notices, agendas, and minutes and carrying out its operations and functions.

- Section 3: Committee Quorum
  A majority of the members of a committee shall constitute a quorum.

- Section 4: Standing Committees
  The Council shall have two standing committees: (1) Planning and Policy; and (2) Funding. Each committee shall have five members. The Planning and Policy Committee shall meet on the third Thursday of each month from 4 pm to 5:30 pm, except in the case of a City-recognized holiday, when the meeting shall be held on the following Wednesday of that month, in the Department of the Environment's ground floor conference room located at 11 Grove Street in San Francisco. The Funding Committee shall meet bi-monthly on the Fourth Tuesday of January, March, May, July, September and November at 12 pm, except in the case of a City-recognized holiday, when the meeting shall be held on the following Tuesday in the Department of the Environment's ground floor conference room located at 11 Grove Street in San Francisco. This information shall be posted on SF Environment's website.

- Section 5: The Planning and Policy Committee
  The Planning and Policy Committee shall make recommendations to the Council on project plans for major publicly sponsored developments and civic improvements and changes of the public right of way as they impact trees. The Committee shall examine and make policy recommendations to the Council regarding other urban forest and tree issues. It will make recommendations to the Council regarding facilitating an assessment (inventory) of the current condition of the Urban Forest, and navigating and overseeing the development of a comprehensive Urban Forestry Plan for the City and County of San Francisco. Moreover, the Planning and Policy Committee will outline and draft an overall plan for the health and well being of San Francisco's urban forest within one year of the committee's creation, for approval and adoption by the full Council. The Planning and Policy Committee will review the Urban Forestry Plan on an annual basis thereafter and will make recommendations for any changes to the full Council for adoption.

- Section 6: The Funding Committee
  The Funding Committee shall make recommendations to the Council on funding opportunities and staffing needs, on opportunities for urban forest programs and on securing and encouraging commitment of adequate

resources for tree programs. The committee will also review urban forestry program budget priorities and make recommendations about Urban Forestry funding requirements to the full Council; investigate and pursue funding options for various urban forestry activities; and determine whether there are opportunities to improve efficiency and eliminate possible redundancies among managing agencies through citywide coordination of tree operations. Moreover, the Funding Committee will develop a citywide budget for the health and well being of San Francisco's Urban Forest within six months of the committee's creation, for approval and adoption by the Full Council. The Funding Committee will review the Urban Forest Budget on an annual basis thereafter, and will make recommendations for any changes to the full Council for adoption.

Article IX - Parliamentary Procedures

- At the discretion of the Chair of the Council or the committee Chair, and except where the Charter or other rules provide to the contrary, meetings shall be governed by Robert's Rules of Order.

Article X - Codes of Ethics

- In accepting the Oath of Office, Council members shall maintain the highest standards of professional and personal conduct. They shall support the mission, goals and objectives of the San Francisco Urban Forestry Council; instill in the public a sense of confidence about the Councils' conduct and intentions; uphold all laws and regulations; refrain from using their official positions to secure special advantage or benefit for themselves or others.

  In order to set the highest standards of conduct, and in order to assure public confidence in the Council's operations, the Urban Forestry Council commits itself to:

  - Encouraging and promoting integrity in government by education and example;
  - Being accountable for its rules of procedure and decisions, and promoting accountability of all members of the Council and Department staff;
  - Treating all Department staff, members of the public, and colleagues with courtesy, respect, objectivity, and fairness;
  - Conducting all Council business in a timely manner and in public meetings, with full disclosure of policies, procedures, and decision-making processes, except for those matters authorized under the Brown Act and the San Francisco Sunshine Ordinance to be considered in closed session; and
  - Reviewing its actions, recommendations, and procedures periodically to determine whether the Council has adhered to its Code of Ethics and mission in all respects.

Article XI - Amendment of Bylaws

- These bylaws shall be reviewed as necessary and may be amended at any meeting of the Council by a majority vote of the Council, provided such proposed amendments are circulated in writing to all Council members and noticed to the public at least ten (10) days prior to such meeting.

As adopted on January 13, 2006

Nomination, Designation and Removal Procedures for San Francisco's Landmark Tree Program

Nomination of landmark tree

The Landmark Tree program allows for the nomination of trees on public and private property within the City and County of San Francisco. A landmark tree receives special status and protection (a permit is required for its removal). Certain individuals and groups are authorized to nominate a tree for landmark tree designation.

Property owners may nominate a tree on their property. In addition, The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the heads of City departments or agencies may nominate a tree. An authorized nominator will submit a nomination form to the Urban Forestry Council.

A member of the public who wishes to nominate a tree that is not on his or her property will have to get support from one authorized nominator: Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board, heads of City departments or agencies or property owner.

A nominated tree receives temporary landmark tree status and protection for 180 days. This applies when the tree is nominated by the Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board, or director of a City department/agency. There is no temporary protection when a property owner nominates a tree.

City staff will examine and evaluate the tree using an evaluation form.

Following staff review, a Landmark Tree Committee of the Urban Forestry Council will meet as needed to consider the staff report. The committee will forward its recommendations to the Urban Forestry Council. Next, the full Council will vote to approve or deny the list of active tree nominations. If the Council approves the tree, the recommendation will be forwarded to the Board of Supervisors. If the Council rejects the tree, it will not be reviewed again for three years.

The Council has 90 days from the date the tree is nominated to reach a decision. Otherwise the Board of Supervisors may hold a public hearing, make a decision and assume the Council approves the outcome.

The Board of Supervisors makes the final decision about the landmark status of a nominated tree. If the Board approves the tree, it becomes a designated landmark tree. If the Board rejects the tree, it will not receive any special protection or designation.

Designation of landmark tree
The City and County of San Francisco will take the following action for a designated landmark tree. First, the City will record a notice on the property to indicate the presence of a landmark tree through the Assessor-Recorder's office. Second, the Department of Public Works will record the landmark tree and number in the official Landmark Tree Book. The City will provide a certificate for the landmark tree. Property owners may erect a plaque near the landmark tree at their own cost.

Removal of landmark tree
There is a formal removal process for landmark trees.

For property owners:
A permit from the Department of Public Works (DPW) will be required for removal of a landmark tree. In accordance with Public Works Code Article 16 Section 810, a property owner wishing to remove a landmark tree must submit a removal application and fee to the Department of Public Works. Contact the DPW Bureau of Urban Forestry, DPW for more information.
[phone number and web link TBD]

The DPW Bureau of Urban Forestry will evaluate tree and site conditions and review information submitted by the property owner or an arborist. They will consider multiple factors when they approve or deny a landmark tree removal permit.

For City departments and agencies:
Each City department or agency will conduct a review process for a landmark tree removal on their property or under their jurisdiction, which includes a public hearing. Each department or agency is responsible for conducting this process in consultation with an arborist, urban forester or comparably qualified staff in a manner consistent with Public Works Code Article 16 Section 810.

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: August 17, 2006 **ITEM NO. 4**

URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE
AGENDA PACKET CONTENTS LIST*

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***This list reflects the explanatory documents provided.**

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July 5, 2006

1 Dr. Carlton B. Goodlett Place
Room 244
San Francisco, CA 94102-4689

Dear Board of Supervisors,

Each year the Urban Forestry Council is required to produce an annual report describing the state of the urban forest in accordance with Environmental Code 1209(a). For 2006, the Urban Forestry Council is submitting the Urban Forest Plan for your consideration.

The Urban Forest Plan outlines the history and current state of the urban forest in terms of tree planting, maintenance, education, and outreach. In addition it acknowledges existing street and park tree management plans from city departments like the Department of Public Works and Recreation and Park. The plan uses cutting edge research like peer-reviewed studies and the Urban Forest Effects Model (UFORE) to describe the environmental, economic and social benefits of the urban forest. Furthermore, the report gauges public interest and support for trees. Most importantly, it provides vision, goals and specific actions that inform strategic planning and decision-making for the next decade.

The plan prioritizes nine action steps for trees that require immediate action.

- Citywide standards and best management practices
- Protect existing trees from and during development
- No net loss of trees
- Comprehensive reforestation program
- Stable funding for tree planting and care
- Set goals and monitor them
- Update the list of recommended trees
- Plant trees in underserved communities
- Engage schools to plant, tend and study trees

Several of these action steps are in progress. The Urban Forestry Council has developed citywide pruning standards and a recommended tree list. Planning, Building Inspection and Public Works are collaborating on tree protection requirements. In order for these initiatives to succeed, there must be funding, staff and monitoring. If the Board of Supervisors, in partnership with the Mayor's Office, invests resources and staff to support these efforts, we will achieve meaningful results and set a positive direction for the future.

Sincerely,

Alexis Harte
Urban Forest Council Coordinator

Urban Forest Plan

City & County of San Francisco

Urban Forestry Council &
Department of the Environment

April 2006

SF Environment
Our home. Our city. Our planet.

Dr. Jim Clark of HortScience prepared this document with assistance from the Urban Forestry Council and the Department of the Environment.

This Urban Forest Plan is intended for use in the City and County of San Francisco. It is the first step in a process that will incorporate the Urban Forest Plan into San Francisco's General Plan. This plan is a living document that can be changed and adapted.

This plan will be distributed to the Board of Supervisors, Mayor's Office, City departments and agencies, community groups and members of the public. We welcome input and questions regarding the Urban Forest Plan. Please contact the Department of the Environment, Urban Forestry Council Coordinator, Alexis Harte, 11 Grove Street, San Francisco, CA 94102, 415-355-3764, alexis.harte@sfgov.org or Grace Ma, Urban Forest Associate, 415-355-3731, grace.ma@sfgov.org.

The Urban Forestry Council approved this document on February 28, 2006 and it was forwarded to the San Francisco Board of Supervisors on April 2006.

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With support from
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PG&E Safe Tree Fund

EXECUTIVE SUMMARY
San Francisco Urban Forest Plan
April 2006

People appreciate and enjoy San Francisco's 668,000 trees. Few trees in this unique urban forest arose naturally--almost all were planted. The framework of this forest was established during an intense burst of tree planting that occurred in the late 1800s and early 1900s. City government, the Army, citizens, and real estate developers all took part, planting trees by the thousands. But since the 1920s, planting of new trees has not kept pace with losses due to old age, disease, storms, civic improvement, and development.

Today, San Francisco's urban forest can be characterized as inconsistent and incomplete. Though a framework of planting was begun, it was never completed. Trees that were established in the early years of the last century are nearing the end of their life spans. Many parts of the city are severely deficient in the number, extent and quality of plantings. Others are greatly in need of proper maintenance and support to deal with the unique challenges and stresses of the urban environment.

The urban forest contributes significantly to the amenity of the city and its desirability as a place to live, work and visit. Our city trees play a valuable role in the identity of the city and in reinforcing a sense of place. The urban forest provides an important social benefit, heightening the sensory experience of nature in the city—filtering light, adding color, providing needed shade, privacy and restoring the mental fatigue suffered by its residents and visitors. In addition to these qualitative benefits, our urban forest also performs important environmental functions such as removing 287 tons of atmospheric pollutants and 5,100 tons of carbon each year.

San Francisco's urban forest is owned and managed by a diverse mix of city, county, state and federal agencies as well as the private sector. On most streets, the property owner and the City and County of San Francisco share responsibility for trees. There has been little coordination in the care of trees among the parks, golf courses, streets and communities that form the bulk of the forest. Unfortunately, the public and elected officials have failed to fund urban forest activities at the level commensurate with its importance to the community.

The City's Urban Forestry Council, composed of citizens and professionals, recognizes that action must be taken to arrest the decline in the size of the urban forest, to regain lost ground and to rekindle the spirit of tree planting that occurred 100 years ago.

To that end, the Council has prepared an Urban Forest Plan, which reviews the creation of San Francisco's urban forest, analyzes the structure and functional benefits of the forests, and identifies the challenges that threaten its future. Designed to provide a road map for policy-makers and implementers, the Plan identifies five goals, critical to maximizing the value of the forest. Underlying these goals is the understanding that the urban forest is a living and evolving resource that is adapted to the unique and often challenging conditions of the urban environment. These goals are directed at the owners and managers of the trees that comprise the urban forest who must:

1. Maintain and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.

5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

The Council believes that these goals are strongly related—one cannot simply be eliminated or ignored. All are critical to the future of San Francisco's urban forest. When these goals are implemented, the City will have more trees, a larger urban forest in better health with more trees evenly distributed and therefore providing a greater level of benefits.

Within these five goals are a diverse group of specific action items. The Council identified nine action items as having the highest, most immediate priority:

- Develop a set of best practices for tree selection, purchase, installation and care that include creative adaptations and establish high standards for all public and private projects.
- Protect the urban forest from and during the development process, on public and private property.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace it in kind, either through new planting or fees.
- Institute a comprehensive reforestation program for aging stands in City parks and public institutions.
- Allocate and secure funding for planting and maintenance from public and private sources.
- Establish citywide goals for the urban forest and monitor results on an annual basis. Possible examples include providing one street tree for every five residents and raising the canopy coverage to 15%.
- Update the list of recommended trees, to reflect availability and horticultural advancements and consistent with the identity and local character of the city.
- Engage the leadership of the city to implement major tree planting programs targeting underserved neighborhoods in order to achieve greater environmental equity and accessibility.
- Engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree programs at schools.

San Francisco Urban Forest Plan
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"San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future."

San Francisco Urban Forestry Council, 2005

I. Introduction

Thousands upon thousands of trees comprise San Francisco's urban forest. It is easy to acknowledge that Golden Gate Park and Stern Grove are part of the urban forest. But what about the trees in the middle of Van Ness Avenue? Yerba Buena Gardens? The eucalyptus groves at the Presidio? The stands of Monterey cypress that line the Olympic Club's golf courses? The palm trees that define the Embarcadero? The cherry trees in a backyard? They are all part of San Francisco's urban forest.

It is important to note that few of these trees are naturally occurring. Much of San Francisco's urban forest has its origins in planting efforts from the period 1865 to 1925. Almost all were planted by entrepreneurs, the military and citizens who recognized that San Francisco would be a better place if trees filled its parks and lined its streets. By planting trees, San Francisco would become a more livable, enjoyable city.

San Francisco's urban forest plays three major roles in the character of the City. First, it is part of the basic fabric of San Francisco. Without that forest, the City would be less welcoming, less inviting and less conducive to a good quality of life. What would San Francisco be like without Golden Gate Park? The trees along the streets and in parks are as much as part of the City's infrastructure as the streets themselves.

Second, the urban forest provides important economic and environmental benefits to the property owners and the community. It creates an environment where people can escape the intensity of urban life and be restored.

Third, outdoor recreation is intimately connected to the experience of the City's urban forest. There is growing evidence that the experience of nature in urban areas is restorative, reducing mental fatigue. This experience is directly associated with human health and well-being. The need for the experience of nature and its power of restoration is absolutely critical, as over 80% of Americans now live in urban areas.

Like San Francisco, many cities throughout North America recognize the importance of having a healthy and sustainable urban forest. As a result, they are investing in urban forest programs while examining the benefits and costs. The USDA Forest Service Center for Urban Forest Research has worked with a range of cities including Chicago, New York City, Seattle, Toronto, Minneapolis, Charlotte and Berkeley.

As part of a larger movement among cities to be active stewards of the urban forest, San Francisco is focusing on the sustainability of trees in the city. San Francisco has formally acknowledged the importance of the urban forest through the establishment of a tree advisory board, which is now the Urban Forestry Council. In 2005, Mayor Gavin Newsom signed the United Nations Urban Environmental Accords with an Urban Nature section that includes specific actions for urban forestry. Action 11 of the Urban Environmental Accords calls for measuring canopy cover, increasing canopy cover, and maintaining at least 50% of available street tree sites. Actions 10 and 12 are related to the community and wildlife benefits of urban forests. Furthermore, the Mayor's Office has launched the Livable Cities Initiative to achieve multiple city greening goals by 2010 and urban forestry is

cornerstone of this plan. As we reap the benefits sown by others, we must plan and create the forest that future generations will enjoy. We cannot be complacent about this responsibility—sustaining the urban forest requires commitment and action.

San Francisco's urban forest was created in a relatively brief period of intense tree planting that occurred almost 100 years ago. The mature trees of Golden Gate Park, the Presidio and other green spaces were planted during this time. Since that time, however, the urban forest has been shrinking in size. Meanwhile, the human population and the need for the benefits of trees have grown even as the stresses on trees have increased. Funding for management of public trees has been inadequate. Trees that have died due to old age and disease have not been replaced and planting in parks has not kept up with the losses. Trees on private lands have been removed during development. Trees along the street are removed but not always replaced. The life cycle of the most prominent species would indicate that replacement and replenishment must take place immediately.

The shrinking of San Francisco's urban forest must be halted and the trend reversed. Now is the critical time to reinvest in the urban forest. As San Francisco's population continues to grow and age, city trees are needed to mediate issues like air pollution, storm water runoff, and social stress. Furthermore, trees will help city dwellers adapt to global climate change and the likelihood of a warmer climate with more frequent storms. More trees are needed in throughout the City; existing trees need better care; and large stands of trees must be conserved and reforested.

No single owner or agency can reverse the loss of the urban forest and the work of planting and maintaining must be shared. In order to provide a framework for that effort, San Francisco's Urban Forest Council has taken a lead role. The Council believes that an **Urban Forest Plan** will guide the continued enhancement and evolution of the City's trees and green spaces.

This Plan is the result of a long history of concern for the City's urban forest. In 1992, Friends of the Urban Forest produced *The State of the Urban Forest*, a document that identified several key needs for the urban forest. A second *State of the Urban Forest* report was prepared in 2001. One of the key findings and recommendations was the need for coordinated effort among city department and agencies in managing the urban forest. In 2002, the City created the Urban Forest Council, a group of citizens assembled to advise city government, through the Department of the Environment, on how best to care for the urban forest.

In 1997, *The Sustainability Plan for the City of San Francisco* was prepared. This plan identified areas where resource depletion could be halted and resource restoration achieved. It wove together environmental, economic and social concerns, recognizing that a sustainable city required all three.

One of the *Plan's* main topics was **Parks, Open Spaces and Streetscapes**. In addition to filling the traditional roles of recreation and habitat, the *Sustainability Plan* noted that parks and open spaces were part of the "social fabric of the community and....a critical element in the economic development of the city." It recognized that these spaces must be created and maintained. Parks and open spaces do not arise spontaneously--they result from good planning and implementation. The recommendations for this section focused on creating new parks and open space, available to everyone in the City; enhancing existing streetscapes; and fostering planting of trees on private land. The *Sustainability Plan* also noted that increased funding and public participation were necessary to meet the goals.

The Urban Forest Council hopes to take the findings and recommendations of the *State of the Urban Forest* and *Sustainability Plan* to the next logical step: creating a standard reference document that

defines policies and procedures for urban forestry management in San Francisco. In doing so, the Urban Forestry Council will fulfill its mandate to create a comprehensive urban forest plan according to the ordinance that created the Council.[1] This Urban Forest Plan will serve many users, ranging from city departments and non-profit organizations to private companies that manage San Francisco's trees. The final plan will be distributed to all affected city agencies and available for other groups and the public. The Urban Forest Plan will be incorporated into the City and County of San Francisco's policy documents.

Four key statements are fundamental to forming the Plan:

1. San Francisco's urban forest is comprised of all the trees and other woody vegetation found within city limits, and is located on a mosaic of public and privately owned land. Many of the large-scale plantings are mature in character and have a limited life span.

2. San Francisco's urban forest provides important economic, environmental and social benefits to the City's residents, visitors, neighborhoods, and businesses.

3. San Francisco's urban forest requires active management. A passive approach of letting trees grow without care will ultimately doom the City's forest to deterioration. Sustaining the urban forest will involve the coordinated efforts of city agencies, non-government organizations, businesses and individuals.

4. San Francisco's urban forest is as much a part of the City's infrastructure as roads, bridges and tunnels. As such, the urban forest must be considered at all stages of planning and development. There is a clear need to raise community awareness about the urban forest as an integral part of the City.

The geographic breadth of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in San Francisco's Administrative Code and Environmental Code and will be limited to the territorial boundaries of the City and County of San Francisco. To effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. The Plan will support efforts of organizations such as the Presidio Trust, University of California – San Francisco, and the Olympic Club in developing management plans specific to the their forests.

The scope of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other woody vegetation such as shrubs and median strip plantings.

Organization of the Plan
This Urban Forest Plan is divided into four sections.

1. A historical overview of the urban forest.

2. A description of the urban forest--its species composition, distribution and structure. This section also identifies the environmental benefits provided by the forest as a whole. It also focuses on the City's street tree population, analyzing both the costs associated with their installation and care, and the benefits provided by their presence.

[1] Environment Code Chapter 12

3. The identification of five goals that strive to take care of existing trees, plant new ones in needy areas, translate a love for San Francisco's trees into action, develop consistency of care and management and provide adequate, stable funding.

4. The final section identifies specific actions needed to implement the goals. In doing so, the City agency responsible to develop and implement the recommendations is identified.

II. The Origins of San Francisco's Urban Forest

No forest existed prior to the European settlement of the city and the photographs and written records from that time illustrate a lack of trees. Previously, there was an Ohlone Indian population who used the native plant resource. Towards the Pacific Ocean, one saw vast dunes of sand, moving under the constant wind. While there were oaks and willows along creeks, San Francisco's urban forest had little or nothing in the way of native tree resources. The starting point for the urban forest was a treeless expanse of shrubs and low-growing plants.

The City's urban forest arose from a brief but intense period of afforestation, which created forests on land without tree cover. This period of planting, on public and private property began in the late 1800s and was essentially complete by 1925. Since that time, the public agencies and private landowners of the larger parcels of forest have enjoyed the benefits of those early tree planting efforts. Yerba Buena Gardens, Crissy Field, Justin Herman Plaza and the Embarcadero are relatively recent additions to the urban forest.

In the late 1860s, the City began reserving land for parks, with Hill Park (now Buena Vista) as the first parcel. By the 1870s, the vision of Golden Gate Park as a public pleasure ground was taking shape with the initial planting of trees taking place in 1872. Stern Grove had its origins about the same time, as the Greene family planted fast growing eucalyptus trees throughout the property. Private enterprise was establishing what would eventually become places like McLaren and Glen Parks.

It was also during this period that the Army, occupants of the northwest corner of the city, developed the area we know as the Presidio. By the end of 1892, some 350,000 trees were planted and over time the sandy dunes were transformed into mixed forest suited for multiple uses. About the same time, Adolph Sutro was making plans to establish areas of timber-production in the city, installing thousands of tree seedlings on Mount Parnassus (now Mount Sutro).

Early in the 1900s, several important golf courses including the Olympic Club, the San Francisco Golf Club, the California Club and Harding Park were established in the southwest section of the city. Within each course, thousands of trees were planted during construction.

The City's network of streets was established by the early 1900s. The idea of having trees along city streets was not seriously pursued until 1955, when a program of planting and care was established. In recent years, the City's Department of Public Works has teamed with non-profit organizations such as the Friends of the Urban Forest to plant new trees along streets.

More than a century after the first trees were installed, the framework of San Francisco's urban forest is still based on these initial plantings. At this time, the urban forest is owned and managed by a mix of public agencies and private groups (Table 1). At least a dozen City departments have some responsibility for trees and their care. Many agencies are independent of City and County government. They include local organizations such as the School District as well as state and federal agencies. A large number of trees are located on private property.

The fact that many stakeholders take care of the urban forest presents a significant challenge to long-term management. Organization priorities and missions vary widely while state and federal agencies are exempt from municipal tree ordinances. There is, however, a compelling need for cooperative effort and clarity of purpose. Most San Franciscans would agree that the urban forest is an asset to the community. The challenge of finding a comprehensive vision to manage this resource is a critical one, central to the success of any plan, and must involve a wide range of stakeholders with various priorities and viewpoints.

The origin of the City's urban forest can be traced to a single burst of public and private tree planting during a 50-year period, almost a century ago. Trees do not live forever and unless the existing trees receive continued care, they will age and die at an increasing rate. Even if they receive care, all of the trees that comprise the urban forest will eventually die. The fact that many trees are approaching 100 years of age makes the need for replacement and replenishment even more urgent.

Unless more trees are planted, the urban forest will become smaller since nature will not replace these losses. New parks, street tree plantings, and green spaces must be established to ensure the urban forest benefits all San Franciscans.

Table 1. Owners and managers of significant portions of San Francisco's urban forest

City and County of San Francisco Agencies	
Bureau of Urban Forestry- Department of Public Works	Implements Urban Forestry Ordinance (Article 16) of Public Works Code: street trees, landscaped medians, sidewalk repair, education & outreach. Works in conjunction with non-profit groups to plant new trees.
Recreation & Park Department	Manages 3,000 acres with an estimated 100,000 trees, in parks, natural areas, golf courses, and watersheds. Sites include Golden Gate Park, Gleneagles & Harding Park golf courses, and Stern Grove.
SF Housing Authority	Responsible for trees within public housing.
SF Public Utilities Commission	Manages trees and vegetation in relation to public water reservoirs in and around San Francisco.
Port of San Francisco	Responsible for trees and woody vegetation related to the Port.
SF Municipal Railway (MUNI)	Responsible for trees that may encroach on overhead conductors, through State of California General Order 95.
San Francisco International Airport	Responsible for trees and woody vegetation within its facilities.
State Agencies	
University of California, San Francisco	Responsible for trees and woody vegetation within its facilities including the Mount Sutro Open Space Reserve.
San Francisco State University	Responsible for trees and woody vegetation within its facilities.
SF Redevelopment Agency	Responsible for planning, planting, managing, maintaining and overseeing the management of trees within its projects, constituting several thousand acres and including large open spaces, parks, and streetscapes.
SF Unified School District	Responsible for trees within school facilities.
Federal Agencies	
U.S. Department of the Interior- National Park Service	Golden Gate National Recreation Area (GGNRA). Responsible for coastal sections of the Presidio as well as Fort Mason, Lands End and Fort Funston.
The Presidio Trust	A public-private partnership responsible for the management of the Presidio's forest.
Private Properties	
The Olympic Club	Responsible for trees and woody vegetation within its facilities.
The San Francisco Golf Club	Responsible for trees and woody vegetation within its facilities.

III. The Structure and Function of the Urban Forest

Most San Franciscans readily acknowledge that the urban forest makes the City a nicer place to live. They appreciate the beauty of parks, gardens and the trees along city streets. However, the management of the urban forest presents many challenges that may not be apparent to the average person.

Many resource managers in San Francisco have lacked specific knowledge as to the number and location of trees under their care. The Department of Public Works (DPW) is the exception, having a decade-long work history. Even with such information, DPW has lacked a quantitative understanding of the functional roles that street trees play in the community until recently. Through collaboration with the United States Department of Agriculture (USDA) Forest Service, San Francisco now has a better understanding of its street tree and total tree population. As a result, there is quantitative information on tree population, age distribution, tree species, tree condition and associated benefits on canopy cover, environmental benefits and costs.

The Nature of the Urban Forest

In 2004, the San Francisco Urban Forest Council invited a research team from the United States Department of Agriculture Forest Service to study San Francisco's urban forest. The team's report, issued in early 2005[2], was the first comprehensive analysis of San Francisco's urban forest, that is, all of the trees growing within the city limits.[3] The project employed the Urban Forest Effects Model (UFORE), a comprehensive tool that assesses the structure and function of a community's urban forest.

The Department of the Environment followed an established protocol and collected field data from 200 randomly selected ground plots throughout San Francisco. This data was forwarded to the USDA Northeastern Research Center where David Nowak and his research team analyzed the data with a computer model (UFORE) to understand San Francisco's entire urban forest.

Since the area was once grasslands and riparian habitat, San Francisco has negligible native tree resources, although some oak and willow trees are native to the area. The species that comprise the urban forest today are not native to the City. The USDA Forest Service reported that there are 668,000 trees represented by over 100 different species in San Francisco. Tasmanian blue gum is the most common type of tree with over 100,000 trees present. Monterey pine (56,000), Monterey cypress (25,000), and glossy privet (21,000) are also common. Five species of the genus *Pittosporum* comprise another 85,000. The first three species dominate the city's large green spaces such as the Presidio, Mount Sutro and Golden Gate Park. Karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum lucidum*) are commonly found as street and landscape trees.

The urban forest is very fragmented with the exception of parks and natural areas in the north and western edges of the city. A GIS map of San Francisco indicates that several large parks and many small parks are scattered throughout the city (Figure 1).

The UFORE study calculated the surface area covered by tree canopies in San Francisco. Almost half (43%) of San Francisco's land area is covered by streets, sidewalks and other forms of pavement. Another 26% is occupied by buildings and will likely not be available for planting trees and other

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[2] USDA Forest Service. September 2005 (draft). Assessing Urban Forest Effects & Values. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report. 22pp.

[3] For a detailed discussion of the methods and models used in the study, refer to the following paper: http://www.fs.fed.us/ne/syracuse/Pubs/Downloads/gtrne290.pdf.

vegetation. The urban forest canopy covers approximately 12% of the San Francisco. This compares to 10% in Los Angeles, 27% in New York City, 28% in Chicago and 34% in Seattle. This measurement of San Francisco's tree canopy cover satisfies Article 11 of the Urban Environmental Accords.

Figure 1. Overview of parks and natural areas in San Francisco

Sources of information
Stasio, S. 2005. San Francisco Parks by Supervisor District Map. Department of Recreation and Park.

The structure of the urban forest in several other U.S. cities has also been analyzed by the Forest Service team and the UFORE model (Table 2). With a human population of 764,069 and an urban forest of 668,000 total trees in San Francisco, there is approximately 1 tree per citizen (0.87). This falls into the mid-range of cities with UFORE analysis, where the low was Brooklyn, NY (0.25 trees/citizen) and the high was Baltimore, MD (3.0 trees/citizen). Another way to compare these cities is looking at the number of trees per square mile and the number of people per square mile. Among the seven cities in Table 2, places with higher population density have lower tree density per square mile. An exception occurs when comparing San Francisco and Jersey City. Despite having a higher

population density per square mile than Jersey City, San Francisco has 5000 more trees per square mile. This is a simple comparison between San Francisco and large cities throughout the United States with different conditions such as climate, land use and demography; thus, it is important not to make assumptions about future tree density trends in San Francisco or other cities based on Table 2.

As the trees in the urban forest grow, they *remove contaminants from the atmosphere*. The UFORE report found that each year, over 287 tons of ozone, particulates, nitrous oxides, sulfur dioxide and carbon monoxide are taken out of the air by the action of the urban forest. The value of this *environmental benefit is $1.3 million per year*. In addition, San Francisco's trees remove 5,100 tons of carbon from the atmosphere and store approximately 194,000 tons as biomass. A reduction in air pollution benefits everyone, particularly people with asthma and other respiratory health problems.

While the USDA Forest Service described and quantified some functions of the urban forest, the UFORE study did not capture all the benefits of trees. Besides mitigating air pollution, trees provide numerous public health benefits. The leafy canopy of trees reduces ambient temperature and provides natural shade. Trees not only cool their surrounding area, they also reduce ultraviolet radiation (UV) and the risk of skin cancer.[4]

As importantly, there are a number of studies verifying the immense value of urban forests to the social well-being of people. The simple presence of *forests, trees and other vegetation helps people recover from mental fatigue*, leading to a reduction in socially unacceptable behavior and crime.[5] Children exposed to outdoor green space exhibit fewer behavioral problems like Attention Deficit Disorder and a greater ability to concentrate.[6]

Furthermore, trees can reduce energy demand and consumption. Trees reduce ambient temperatures and wind speed, which results in energy savings for cooling and heating.[7] At present San Francisco has a cool and temperate climate. However, as temperatures rise due to global climate change, energy demand and costs will likely increase as well. Having a healthy and robust urban forest is one strategy to mitigate climate change.

As well as offering benefits to humans, urban forests provide *habitat for wildlife*. Birds, butterflies and insects may be the most visible indicators of this function. Yet we know that even an urban area like San Francisco is home to mammals such as coyote, fox and skunk. In addition, a wide range of reptiles and amphibians are present. These organisms face many challenges to their survival including habitat fragmentation and loss, traffic, domestic pets and human activities. Connecting and expanding green space in San Francisco will improve conditions for wildlife.

There are numerous opportunities throughout San Francisco to maintain and enhance the urban forest particularly within public parks and institutions. There are many stakeholders in this effort such as the Department of Recreation and Park, San Francisco Public Utilities Commission, Laguna Honda Hospital, Department of Public Works and Friends of the Urban Forest.

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[4] Purdue News. April 2002. Researchers say trees could affect land use, reduce skin cancer. http://www.purdue.edu/UNS/html4ever/020422.Grant.shade.html

[5] Kuo, F. E, Sullivan, W.C. 2001. Environment and crime in the inner city: does vegetation reduce crime? *Environment and Behavior*, (33) 3: 343-367.

[6] Taylor, A.F., Kuo, F.E. and W.C. Sullivan. 2001. Coping With ADD: The Surprising Connection to Green Play Settings, Environment and Behavior (33)1: 54-77.

[7] Geiger, J.R. 2001. Save dollars with shade. Center for Urban Forest Research, Pacific Southwest Research Station, USDA Forest Service. 4 pg.

Table 2. Ratio of trees to population in U.S. cities analyzed using the UFORE model

City	Population	Number of Trees	City area square mi	People/ square mi	Trees/ square mi	Trees/ person
Brooklyn, NY	2,465,326	610,000	81.8	30,138	7,457	0.25
Jersey City, NJ	228,537	136,040	14.9	15,338	9,130	0.60
San Francisco, CA	776,733	668,000	46.7	15,936	14,304	0.87
Philadelphia, PA	1,585,577	2,112,619	135.1	11,736	15,637	1.33
Chicago, IL	2,783,726	4,100,000	227.1	12,257	18,053	1.47
Boston, MA	574,283	1,183,451	48.4	11,865	24,451	2.06
Balitmore, MD	651,154	2,210,200	80.8	7,874	27,354	3.39

Sources for population data
Baltimore, Brooklyn, San Francisco: United States Census 2000 data.
Boston, Chicago, Jersey City, Philadelphia: United States Census 1990 data.

Sources for city land area data
McGeveran Jr, W.A. (ed.). The World Almanac and Book of Facts 2006. World Almanac Books: New York. 1008 pg.
Jersey City http://www.cityofjerseycity.com/about.html
Brooklyn http://www.nyc.gov/html/dcp/pdf/lucds/brooklynprofile.pdf

Sources for tree data	City
Nowak, D., D. Crane, J. Stevens and M. Ibarra. 2002. Brooklyn's Urban Forest. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report NE-290.	Brooklyn, NY
USDA Forest Service. Northeastern Research Station. 1998. http://www.fs.fed.us/ne/syracuse/Data/State/data_NJ_jc_ufore.htm	Jersey City, NJ
USDA Forest Service. Northeastern Research Station. 2005 (in preparation). Assessing Urban Forest Effects & Values: San Francisco's urban forest. Syracuse NY. General Technical Report.	San Francisco, CA
USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_PA_phil_ufore.htm	Philadelphia, PA
McPherson, E.G, D. Nowak and R. Rowntree (eds.). 1994. Chicago's urban forest ecosystem: Results of the Chicago Urban Forest Climate Project. USDA Forest Service. Northeast Forest Experiment Station. Radnor PA. General Technical Report NE-186. 201p	Chicago, IL
USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_MA.htm	Boston, MA
Nowak, D., M. Kuroda and D. Crane. 2004. Tree mortality rates and tree population projections in Baltimore Maryland USA. *Urban Forestry & Urban Greening*. 2(3):139-148.	Balitmore, MD

The Department of Recreation and Park manages 3,480 acres and 209 parks, which provide habitat for trees. Implementation of Recreation and Park's existing forest management plans would result in improvements to the urban forest. Within Recreation and Park, the Natural Areas Division manages a smaller area (860 acres within 31 parks) and focuses on habitat restoration for native plants and animals. Another opportunity is the San Francisco Public Utilities Commission (PUC) Alameda Watershed Plan. The primary objective of this plan is to ensure a sustainable supply of clean water for the present population and future generations of San Francisco. A focus on planting and maintaining the urban forest on PUC land would complement the vegetation management goals in the Alameda Watershed Plan. Furthermore, public institutions such as Laguna Honda Hospital are interested in establishing more trees but they need resources. The role of the Department of Public Works and Friends of the Urban Forest will be discussed in detail in the next section.

In summary, each year trees in San Francisco are planted and removed. Because the City has no native forest, there is little natural regeneration. For this reason, maintaining the current forest of 668,000 trees requires that planting keep pace with tree removal. There is no information on a citywide level as to whether or not this is occurring.

The Forest along the Streets

Streets and public rights-of-way comprise the most significant opportunity for planting within the city. But although one-quarter of the city (almost 8,000 acres of land) is devoted to these public spaces, they are underplanted and existing trees are not linked to a larger and coherent community. Unlike trees in parks and backyard areas, street trees struggle with even more urban stresses, in particular, soil compaction and paved surfaces that restrict root and tree growth. At the same time, the urban street tree, more than any other element in the city landscape, can most effectively mediate due to its proximity, the environmental impacts of vehicular exhaust, noise, urban run-off and pollution.

The capacity of streets to grow trees is often compromised by other demands like vehicular traffic. A static approach to street design must be replaced by a new attitude that envisions the urban forest as an integral part of the infrastructure of the street, as important to and fundamentally tied to a much broader and diverse vision, related to all modes of movement and imparting a sense of scale and identity that makes urban environments more humane and livable. In some cases, street plantings have failed—for various reasons—and now need to be replaced. The Market Street plantings of London plane trees (*Platanus x acerifolia*) are a case in point. Rather than creating an intentional ribbon of green that would underscore the importance of this street in the city, the trees along Market are stunted and contorted and appear abused, which they are. In these cases, major new street tree plantings should be undertaken as part of rethinking a broader role for the street itself.

Within the public right-of-way along San Francisco's streets are approximately 106,000 trees, or 16% of the City's 668,000 tree urban forest.[8] Street trees, defined by location, illustrate the diversity of ownership and management of the urban forest. The Department of Public Works (DPW) maintains about 26,000 trees, primarily located along boulevards and arterials. Property owners maintain another 80,000 trees, primarily in residential settings.

San Francisco's street trees are not evenly distributed across the city (Table 3). Street tree populations, both publicly and privately maintained, range from 3,723 trees in District 3 (North Beach) to 12,898 in District 5 (Western Addition). Most of the street trees in District 4 (Sunset) are managed

[8] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

by the property owner. In District 5 street tree management is more evenly divided between DPW and private management.

Table 3. San Francisco's Street Tree Population by Supervisory District

District		Number of Trees DPW	Private/Public*	Total	% of Total
1	Richmond	2,041	3,604	5,645	5.3%
2	Marina	1,076	7,160	8,236	7.7%
3	North Beach	999	2,724	3,723	3.5%
4	Sunset	1,453	7,115	8,568	8.0%
5	Western Addition	6,151	6,747	12,898	12.1%
6	South of Market area	1,559	9,421	10,980	10.3%
7	Merced	2,317	8,677	10,994	10.3%
8	Castro/Noe	1,772	12,636	14,408	13.5%
9	Mission/Bernal	3,352	9,063	12,415	11.6%
10	Potrero/Bayview/HP	4,073	8,438	12,511	11.7%
11	Excelsior/Outer Mission	1,696	4,714	6,410	6.0%
	Total	**26,490**	**80,299**	**106,789**	

*Private/Public denotes street trees that are publicly owned but managed by private individuals and/or property owners.

Sources of information
San Francisco Department of Public Works, Bureau of Urban Forestry. December 2005. DPW Trees.

Maco et al. 2003. City of San Francisco Street Tree Analysis. USDA Forest Service Pacific Southwest Research Station, Davis CA.

Rodgers, A. 2005. San Francisco District map. Planning Department.

Another way of comprehending the number of street trees is to compare them with the people and streets that naturally border them. With 106,000 street trees and a human population of 776,733, there are approximately seven San Franciscans for each street tree (Table 4). Across districts, the number of residents per tree ranges from 4.8 in District 8 (Castro/Noe) to 18.9 in District 2 (North Beach). Comparing the number of street trees of the miles of streets is another way to visualize and comprehend street trees in San Francisco. The citywide average is 113 trees per mile of street. However, there is great variation in the number of street trees per mile among districts. The number of street trees per mile of street range from 209 trees per mile in District 5 (Western Addition) to 66 in District 2 (North Beach). The citywide average is 113 trees per mile of street.

These numbers are brief summaries of street tree populations that permit simple comparison between neighborhoods in San Francisco; they are not intended to explain the multiple factors that contribute to the variation in street tree population and condition.

Looking at the ratio of residents to each street tree is a common standard of comparison between cities. With seven residents for each street tree, San Francisco was at the low end of 22 cities whose street tree populations were studied by the United States Department of Agriculture Forest Service. Los Angeles, Eugene, OR and Syracuse, NY all have one street tree for every five residents.

The San Francisco street tree population and ratio to residents lags behind other cities for many reasons. In a majority of residential areas, the property owner is required to pay for street tree planting and maintenance, which can be a barrier especially to lower income residents. By contrast some cities provide street trees and limited maintenance for free. Residents may also have cultural preferences that make tree planting less desirable.

Besides social considerations, there are physical obstacles to planting and tending healthy street trees. Street and sidewalk infrastructure makes it difficult to plant trees. Furthermore, overhead wires, utility undergrounding and paved surfaces are often prioritized before trees. Often the paved area of the street is far more extensive than is needed to perform the necessary functions and creative approaches can accomplish larger goals for reclaiming space for pedestrians and bicyclists and creating streets that are calmer and designed to be more supportive of the neighborhoods and districts around them.

A tremendous opportunity exists to take advantage of lost space within the city and dramatically expand the urban forest through the conversion of pavement into healthy soil and permeable surfaces capable of supporting the urban forest. One opportunity is transforming public rights-of- way. A public right-of-way is an area affiliated with alleys, boulevards, courts, lanes, roads, sidewalks, spaces, streets, unaccepted streets and ways within San Francisco under the jurisdiction of the Department of Public Works. Common examples include medians, sidewalks, triangles and unaccepted streets. The DPW Street Parks Program helps community members transform public rights-of-way into open spaces with landscaping and other amenities. For example, the San Jose/Guerrero Coalition to Save Our Trees transformed street medians with trees, shrubs and plants, while the Quesada Gardens Initiative established a community garden in Bayview/Hunters Point, which includes trees.

These efforts compliment Traffic Calming Program Guidelines developed by the Department of Parking and Transportation (DPT). Within the guidelines, there are opportunities to incorporate street trees. About 50% of the program's projects incorporate trees, shrubs, rocks, drought tolerant plants and limited irrigation and proposed median islands would incorporate trees. Also, DPT is currently working on the San Francisco Pedestrian Plan, which is another way to promote street trees and their numerous benefits.

In addition, there are over 127,000 empty planting sites present along City streets. Most (98%) of these are void space, locations where no planting basin currently exists. Installing a tree in those spaces requires cutting the existing pavement and creating a new planting basin. About 5,000 spaces are existing basins that simply lack a tree. However, some existing and potential basins may be unsuitable for tree planting due to considerations like accessibility for the disabled, utilities, driveways and curb cuts.

As with the trees themselves, potential planting spaces are not evenly spread across the city. For example, less than 30% of the potential planting spaces in Districts 4 and 11 are planted with trees whereas over 70% in Districts 5 and 8 have trees (Table 4).

A great opportunity exists to enhance San Francisco's street tree population by simply planting within the existing street system. There are more potential planting spaces in San Francisco (127,500) than are currently occupied by a street tree (106,000). In theory, the street tree population could be doubled by simply planting in the vacant spaces. However, the actual number of potential planting spaces is less than 127,500 due to the presence of underground utilities, view sheds and proximity to related infrastructure. Given that the distribution of trees across the city is uneven, new trees could be installed in neighborhoods with fewer street trees.

In response to this opportunity, the Urban Forest Council has written a Street Tree Action Plan that includes planting, maintenance and funding goals.[9] The stated target of planting 5,000 new trees each year will place 100,000 additional streets trees over 20 years. The Mayor's Office is leading the implementation of this plan, which supports Article 11 of the United Nations Urban Environmental Accords.

Among the 106,000 street trees in the city, the most common species are small- and medium-sized species: Victorian box, Indian laurel, New Zealand Christmas tree and plum. Large tree species such as blue gum, Monterey pine and Monterey cypress, while common in the open space areas, are present only in small numbers. It is important to plant the largest tree possible for each planting site whenever possible. In some cases there is not enough space, either above- or below-ground, for large trees along city streets.

Citywide, 60% of the street trees are in good condition, 30% in fair and 10% in poor condition or dead. Tree condition varies across the city due to species selection, growing conditions and ongoing care and maintenance. In District 6 (SOMA) for example, 85% of the private trees are in good condition while in Districts 3 (North Beach) and 11 (Excelsior/Outer Mission), only 27% and 25% are. Given the variation in economic development across the supervisorial districts, it is not surprising that trees managed by private property owners vary in condition. It is surprising that the same pattern occurs in publicly managed street trees. Few public trees in District 10 (Potrero/Bayview/Hunters Point) are in good condition, while 76% in District 11 (Excelsior/Outer Mission) are in good condition.

[9] Urban Forestry Council. November 2004. Enhancing San Francisco's Neighborhoods: *A Proposed Street Tree Action Plan.* 4 pp.

Table 4. San Francisco's Street Tree Population: Distribution by Supervisory District

	District	No. residents per tree	No. trees per street mile	Filled planting space (%)
1	Richmond	12.4	79.0	48
2	Marina	8.1	110.5	67
3	North Beach	18.9	66.2	39
4	Sunset	8.2	93.8	26
5	Western Addition	5.6	208.9	72
6	South of Market area	6.4	136.9	42
7	Merced	6.3	76.9	32
8	Castro/Noe	4.8	146.1	71
9	Mission/Bernal	5.7	184.1	62
10	Potrero/Bayview/HP	5.2	110.8	34
11	Excelsior/Outer Mission	7.9	74.5	29
	Total	**7.0**	**112.8**	**44**

Sources of information

San Francisco Department of Public Works, Bureau of Urban Forestry. December 2005. DPW Trees.

Maco et al. 2003. City of San Francisco Street Tree Analysis. USDA Forest Service Pacific Southwest Research Station, Davis CA.

Rodgers, A. 2005. San Francisco District map. Planning Department.

Street tree survival varies depends on many factors such as location, maintenance and community involvement. Since 1987, over 38,000 street trees have been planted by the Friends of the Urban Forest (FUF), the City's foremost non-profit tree organization.[10] A survey of trees planted by FUF has shown that almost 90% of trees were alive 36 months after planting and over two-thirds were alive 10 years after planting. There were important species and location differences in tree survival and growth, information that helps FUF enhance the growth and performance of new plantings. Residents of the Castro/Eureka Valley areas can take pride that over 90% of trees were alive after 10 years.[11] A national study on community based urban forestry projects confirms the effectiveness of Friends of the Urban Forest and similar organizations.[12]

On the other hand, the Department of Public Works has internal departmental data on street tree mortality. For street trees managed by DPW, the estimated mortality rate is 5% within five years after planting. Then the estimated mortality rate drops to 1.5% after five years.[13]

There is no comparable study or data set for street trees managed by property owners without assistance from Friends of the Urban Forest or DPW.

Common objections to street trees are potential conflicts with pavement and utility lines. However, in San Francisco there are relatively few conflicts between trees and these types of infrastructure. Only 15% of street trees have displaced pavement more than 0.5 inches. Although the vast majority of street trees are located beneath overhead utilities, only about 10% have been topped to provide clearance. Both of these conflicts may become more significant in the future as young trees enlarge in size. In order to ensure tree growth and health above and below ground, infrastructure improvements are necessary.

In 2003, the Urban Forest Council asked a team of scientists from the USDA Forest Service's research unit in Davis, California to calculate the costs and benefits provided by the City's street trees.[14] The Forest Service team worked in cooperation with Friends of the Urban Forest and Department of Public Works to survey the street tree population. Subsequently, the Forest Service analyzed the cost of managing 26,490 trees maintained by DPW, and evaluated the benefits provided by the trees to the city.

Street trees managed by DPW:

- Have an annual maintenance cost of $4.77 million, based an operating budget of $3.43 million and $1.35 million spent by other departments on street trees. The largest expenditures involve tree pruning ($2.26 million) and litigation costs ($1.08 million).
- Provide the city with $7.5 million in annual benefits including property value increases which account for $6.9 million per year of this total.
- Provide $467,000 per year in controlling storm water runoff.
- Provide savings of $85,000 in energy costs (heating & cooling) to adjacent properties.

On balance, the benefits provided by city-managed street trees equal the costs associated with their care. The Street Tree Action Plan provides goals and a budget to increase the quantity and quality of street trees in San Francisco.

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[10] Website for Friends of the Urban Forest: www.fuf.net.
[11] Sullivan, M.J. 2004. Survey of 5 and 10 year Old Trees Planted by FUF. Available at www.sftrees.com.
[12] Bond, J. October 2005. The Significance of Young Urban Tree Mortality on State Implementation Plan (SIP) Planning. Urban Tree Canopy Cover Inclusion in State Implementation Plans.
[13] Department of Public Works. 2005. Street Tree Mortality Estimates.
[14] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. September 2003. City of San Francisco California – Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

San Francisco's Urban Forest as seen by the Community

In early 2005, the Urban Forest Council asked 1,100 residents, 100 in each of the 11 Supervisory Districts, to comment on their feelings and attitudes about the City's urban forest.[15] Overall, residents were satisfied with the quantity and quality of trees in the city, and were somewhat more satisfied with parks than with the trees on the street where they live.

Across San Francisco, the level of satisfaction with the quality and quantity of street trees varied. At one end of the scale, just over 70% of the people in District 7 were satisfied with the trees on the streets where they live. In contrast, only 44% and 45% of respondents in Districts 11 and 6 shared this view. The satisfaction levels in other Districts range within these numbers. There did not appear to be a relationship between number of trees in a District and overall satisfaction.

Most San Franciscans (62%) believed that city government and its agencies should be responsible for planting and caring for trees along city streets. A majority supported increasing the parcel tax in order that the government might provide these services. Property owners, however, are opposed to such a tax. Twenty-five percent (25%) of San Franciscans have installed a tree outside their home or apartment, and another 25% have considered doing so.

San Franciscans recognize the unique character and qualities of rare and very old trees. About two-thirds supported legislation that would prohibit their removal, even on private property.

Summary: The Current State of San Francisco's Urban Forest

San Francisco's urban forest consists of **668,000 trees** located in 1) a small number of large parcels, 2) along city streets, and 3) a large number of small parcels. Estimates are that **over 200,000 trees are found in open spaces** such as the Presidio and Golden Gate Park. Ownership of these parcels includes state, federal and municipal agencies as well as private landholders.

The majority of the **106,000 street trees** are in good condition. Trees along city streets are generally smaller in size than those found in parks. The ratio of the City's population to street trees is about 7:1, which is below that of other cities. The Street Tree Action Plan provides a blueprint for increasing the quantity and quality of street trees. Street tree management is shared by the City and private property owners.

The remaining **368,000 trees that comprise the urban forest are found on residential properties, within commercial and industrial areas, and as part of the landscapes of institutions** such as hospitals and universities.

Taken together, the canopy of the 668,000 trees covers 12% of San Francisco's land area. This forest removes contaminants from the atmosphere, reduces storm water runoff, provides wildlife habitat, and enhances property values.

San Franciscans value the City's urban forest. Most residents are satisfied with the park system and value its presence. A majority are satisfied with the trees on the street where they live. One in four has planted a tree! A majority of San Franciscans want City government to take a leadership role in managing the urban forest.

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[15] Research was performed by David Binder Research and included 100 voters in each of the eleven Districts.

IV. A Plan for the Future of San Francisco's Urban Forest

San Francisco historically lacked a natural forest resource. The existing forest is the result of determined human efforts at planting and maintenance. If the forest is going to be sustained in the future, the same committed effort is needed. San Francisco's urban forest cannot maintain itself let alone expand itself. Citizens, government agencies, corporations and organizations need to establish, care for and maintain it.

Goal 1. Maintain and conserve the existing urban forest.

San Francisco's urban forest is a unique assemblage of diverse species, bringing together trees from all over the world. Many of the large groups of trees, most notably in the Presidio, Golden Gate Park, and Mount Sutro, are mature and are reaching the end of their life spans, with greater susceptibility to disease and windthrow. The number of trees in these areas is declining and the possibility of huge losses during episodes of drought, high winds and storms or to disease continues to increase over time. The 1998 Golden Gate Park Master Plan estimated that 30 to 40% of the trees in the park would be lost in the next 20 years. Over the period 1980 to 1993, the tree population in the park declined by over 6,000 trees (19% of the total in the Park). The Plan noted, "Park forest will continue to decline through natural aging process."

The partnership between the Department of Public Works and Friends of the Urban Forest has resulted in thousands of trees being planted along city streets. There has not been, however, a plan to address maintenance of these trees as they become mature. At this time, the burden for care falls to the property owner.

The parks and street plantings are significant contributors to the city's livability and a concerted effort must be made to maintain and conserve them. Otherwise, trees will decline and die sooner rather than later. Several specific actions are needed to maintain and sustain this valuable resource:

- City of San Francisco departments and agencies that manage trees should establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource. Within 5 years, the Department of Public Works and Recreation and Park Department should replace the current "pruning by request" effort with a program of scheduled maintenance for all trees.
- The City of San Francisco should incorporate an urban forest component into the city's general plan.
- The City of San Francisco should enact legislative tools and public policies that protect existing trees on public and private property and provide consistent enforcement.
- City departments should prepare management plans for the trees and parks they manage. Agencies outside city government should be encouraged to do the same.
- The City of San Francisco should establish a goal of no net loss of trees. Where a tree is removed due to development, whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- The Recreation and Park Department should institute a more aggressive reforestation program in City parks.
- City departments should expand programs of habitat restoration, particularly in remnant patches of pre-settlement vegetation.
- The Public Utilities Commission should cultivate trees and vegetation and link their open space with other areas in San Francisco and the Bay Area as part of the Alameda Watershed Management Plan.

Goal 2. Expand the urban forest through new planting.
San Francisco's urban forest is not evenly distributed across the city. Some neighborhoods and communities have fewer, smaller and less healthy trees than others and they receive fewer benefits from trees. To provide the benefits of trees to all residents, street and park tree management programs must be expanded into underserved areas. Given the economically disadvantaged condition of some districts, the City and its partners need to take leadership in urban forest management. One possibility is that the City's Department of Public Works can expand the number of streets along which it maintains trees.

Before the Department of Public Works can plant new street trees, the existing street tree program must be strengthened. New trees must be planted to replace trees that were previously removed from existing plantings and opportunities for new plantings need to be realized along with restructuring of streets and other public spaces. Public Works acknowledges that new trees have not been planted at a rate equal to their removal. In addition, capital improvement projects remove trees without associated replacement. A similar situation exists in other City departments like Recreation and Park.

- The City of San Francisco should establish a goal to raise canopy cover from 12% to 15% in the next 10 years.
- The City should ensure that street design and redesign projects include trees.
- The Department of Public Works should establish a goal of one street tree for every 5 residents. Current levels are one tree for every 7 residents. A street tree for every 5 residents would place San Francisco at the average ratio for cities of comparable size.
- The Department of Public Works should establish a goal that 85% of planting spaces should be planted. This should occur in all districts, as recommended in the Urban Forest Council's Street Tree Action Plan.
- The Department of the Environment, using the results of the Friends of the Urban Forest's study of tree planting, should coordinate an update of the recommended species selection lists. This update should become the citywide approved list for use by all City departments.
- The Department of Public Works should investigate improvements for street tree planting such as larger tree basins, tree trenches, and structural soil.
- The Department of Public Works, the Recreation and Park Department and the Redevelopment Agency and other City departments should work in concert with neighborhood and community groups in areas with smaller tree populations to initiate street and park tree plantings such as North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior/Outer Mission districts.
- The Department of the Environment should engage the SF Unified School District and associated parent-faculty groups at local schools to develop a tree planting and maintenance program.
- City departments should initiate tree planting programs at municipal facilities in the North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior/Outer Mission districts.
- The Department of Public Works and Planning Department should prioritize key streets with potential for linking the city that can become corridors for planting.
- The Planning Department and Redevelopment Agency should upgrade and expand tree planting and landscape requirements in new projects.

Goal 3. Foster a shared set of values about the urban forest through education and action.
Few residents and fewer visitors would argue that San Francisco would be a better place without its urban forest. The trees that comprise the urban forest make the City a more livable, enjoyable and

desirable place. The fact that 75% of San Franciscans are satisfied with the City's urban forest reflects this observation. The challenge lies in translating that sense of satisfaction into a plan of action, one with some urgency associated with it.

- The Department of the Environment should coordinate a public outreach program regarding the value of parks, open space and individual trees. Disseminate information through outlets such as utility bills, new homeowner packets and other mass outlets. A program of education on the current policies and city codes associated with City trees as well as information on what constitutes proper tree selection and care.
- The City of San Francisco should provide information and take input from citizens and community groups in those areas where residents are not completely satisfied with neighborhood trees, most notably North Beach, South of Market, Mission/Bernal and Excelsior/Outer Mission.
- The City of San Francisco should foster community participation and special celebrations associated with major planting events like Arbor Day.
- The Department of the Environment should engage the School District to incorporate tree care and Arbor Day celebrations into the elementary school curriculum.
- The Department of the Environment should engage the religious/spiritual community to incorporate tree planting and care into its programs.
- The City of San Francisco should offer creative opportunities to support urban forestry such as memorial tree plantings, adopt-a-tree programs, and a tree endowment fund.
- The Planning Department, Redevelopment Agency and Department of Public Works should specify that new developments and streetscapes must provide adequate space for trees and growing conditions that ensure their survival and development.
- The Planning Department, Redevelopment Agency and Department of Public Works should ensure that street design and redesign projects include trees as one of the project goals, protecting existing trees where appropriate, and providing adequate growing conditions for new trees.
- The City of San Francisco should publicly commemorate outstanding contributions to the urban forest from individuals, community organizations, city agencies and donors.

Goal 4. Manage the urban forest in a coordinated, responsible and effective manner.
San Franciscans want city government to take the lead role in managing the urban forest. They expect public agencies to be role models for its stewardship. Since the City does not have a centralized urban forestry department, there is a need for interagency coordination, communication, and consistency of action. The Department of the Environment currently meets the role of coordinator. Additional steps are needed:

- The City of San Francisco, through the Department of the Environment should establish an interdepartmental working group composed of all departments and agencies that have urban forest management responsibility.
- The City of San Francisco should establish clear lines of responsibility within City government for planting, maintenance and management of the urban forest.
- The City of San Francisco should develop standards and best management practices for tree selection and care. It must ensure that all City departments and projects employ the standards.
- The City of San Francisco should direct the Department of the Environment to establish a sub-committee of the Urban Forest Council to work with owners of open space parcels on issues of common interest.

- The City of San Francisco should develop standards for the planting and maintenance of all new plantings by all agencies and contractors in the City.
- The City of San Francisco should incorporate trees in all street redesign projects, which provide pedestrian, bicyclist and traffic calming benefits. Opportunities exist within the Pedestrian Master Plan and Traffic Calming Program Guidelines.
- The City of San Francisco should include urban forestry professionals in the City departments (such as Planning) to provide expertise, review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

Goal 5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Taking care of the urban forest requires a significant investment of labor, resources and skills and each stage in a tree's life requires a certain level of maintenance. Investing in pruning, watering and mulch for young trees will reduce maintenance costs in the long run as the forest ages. Properly maintaining a mature, aging forest resource is costly and more labor intensive than maintaining young trees. Funding has not kept pace with need. In fact, funding levels for tree care within City agencies has declined. The impact on care of the urban forest is clear and direct. For example, the Golden Gate Park Forest Management Plan created in 1980 outlined a 25 to 30 year tree replacement cycle for the park's aging forests and yet in 1998, the reforestation project was operating on a 50-year cycle. Creating and caring for the existing urban forest and extending into underserved areas will require additional, stable financial resources.

In 2000, the Department of Public Works lost approximately 25% of its available funding for new planting when Proposition B expired. The Department suffered additional cutbacks due to the loss of sales tax revenue. This occurs at the same time that trees planted by Friends of the Urban Forest are maturing and in need of additional care. Moreover, planting has not kept pace with removals. In short, there is a crisis in funding the street tree program.

The Recreation and Park Department and the Department of Public Works are only the two most obvious examples of the inadequacy of current funding to sustain the existing urban forest. Other City departments with tree and forest management responsibility face similar shortfalls. Without increases in funding base, the City cannot care for its urban forest.

V. Working the Plan: Action Items and Next Steps

Implementation of the goals and action items will require a coordinated effort by all who hold San Francisco's urban forest important. The City of San Francisco must take the leadership role. The City owns some of the most significant parts of the urban forest, sets the policies and funding for their management, and is the role model for other owners and managers. While a number of City departments will be involved, the burden of leadership will rest with the Department of the Environment's Urban Forest Council, the Department of Public Works, and the Recreation and Park Department.

Although all of the action items are important, several stand out as requiring immediate attention:

1. **The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.** The City of San Francisco's tree management is the model for how private property owners will manage theirs. For this reason, the City needs creative approaches, consistent standards and quality tree care. The Urban Forest Council should take the lead to create standards, which include:

    a. Best practices for tree planting including recommended species, nursery selection, structural evaluation, soil volume, etc.
    b. Uniform tree pruning standards for all City departments based on the most recent editions of the American National Standard for Tree Care Operations (ANSI Z133 and A300) as well as the Best Management Practices prepared by the International Society of Arboriculture.
    c. All City employees who have responsibility for tree management should be qualified and participate in industry continuing education programs. The basic qualification is the Certified Arborist program of the International Society of Arboriculture.

2. **The City of San Francisco should protect existing trees from and during development.**

    a. Require tree protection plans for construction and development projects. The Department of Planning should establish goals, guidelines and forms to track trees before and after projects.
    b. Establish a Landmark Tree Program to celebrate and protect notable trees in San Francisco using a range of subjective and objective factors.
    c. Develop an awards program that recognizes innovative examples of projects that protect valuable trees.
    d. Require that City agencies, private developments and individual citizens are all held to a consistent set of standards.
    e. Encourage state and federal agencies, along with other public institutions exempt from City policies, to adhere to City tree protection requirements.

3. **The City of San Francisco should establish a goal of no net loss of trees on public and private property.** Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or in-lieu fees.

    a. Goal of no net loss should be required for all City agencies and incorporated into policies and ordinances used by private property owners.

b. Value of trees should be established using the Council of Tree and Landscape Appraisers methodology.
c. Trees that are diseased, dying, dangerous and in otherwise poor condition can be exempt from certain requirements.

4. **City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.** How the trees are managed and cared for in public parks and facilities is a physical representation of the City's concern and commitment. An aggressive reforestation program in these locations will demonstrate the City's support for tree planting and maintenance.

   a. Work with the Planning Department to incorporate tree planting in the landscape master plan for projects.
   b. Collaborate with Green Schoolyard Alliance, Living Library and other community groups to develop tree programs at SF Public School District and private schools.
   c. Work with the Recreation & Park to reinstate the 30-year rotation for reforestation at Golden Gate Park and implement existing forest management plans.
   d. Assist public institutions like Laguna Honda Hospital with developing and implementing urban forestry management plans.

5. **The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.** San Francisco's Urban Forest Council has the responsibility to identify and secure stable funding to support the planting efforts we propose. In its Street Tree Action Plan, the Council identified funding needs over the next 20 years. A research project supported by the Council indicated voter approval of a dedicated sales tax increase, a general parcel tax, or neighborhood assessment district would be problematic. As a result, the Council is currently exploring creative options that do not involve taxes or general funds allocations. The following items are suggested possibilities for funding options for the urban forest.

   By themselves, none of these would yield $20 million annually, but taken together, we get quite close.

   A. Amend Section 143 of the Planning Code:
   For renovation projects involving more than $25,000, the property owner could be required to plant street trees. If there is an existing street tree or no room to plant one, or the Planning Department waives the requirement, the property owner could pay the "in lieu fee" (currently $560) to the Adopt-a-Tree Fund or provide 10 to 20 years of maintenance for a street tree. For Neighborhood Commercial Districts, the requirement can be to plant 24" box trees or larger instead of 15 gallon trees. The application of Section 143 could be broadened to other districts, such as industrial districts.

   The number of subject renovations can be estimated based on the number of projects that are permitted through the Department of Building Inspection each year, which historically figures between 2,500 and 3,500 renovations. This proposal could generate upwards of $1.4 million to $2 million per year.

   Increasing the tree requirements for Planned Unit Developments is another practical way to increase the quantity and quality of street trees. Add a requirement to plant both sides

of the street adjacent to a Planned Unit Development or pay an in lieu fee if it is not possible.

B. **Increase parking meter revenue, dedicating a portion to tree planting & maintenance.**
There are three potential ways of doing this: 1) activating select meters on Sundays, 2) increasing the overall number of meters in the City, and 3) charging more per metered stay. There is a very clear nexus between private automobiles and the air-cleaning capabilities of our City's trees ($1.3 million per year). A public education campaign could be launched called "Sunday for Trees."

C. **Establish a Capital Campaign to build an Urban Forest Endowment.**
Much like the successful capital campaigns behind the Conservatory of Flowers or the Crissy Field projects, we could consider launching a similarly ambitious capital campaign to create an endowment, the interest on which would provide a portion of our annual need.

D. **Establish environmental impact fees for large-scale developers.**
A progressive fee: the nexus exists between the ability of trees to mitigate the impact of increased automobile traffic on air quality, air pollution, impervious surface, and visual blight. The fee would not require a campaign or election cycle. This fee would mitigate traffic and air quality impacts by requiring the planting of trees, or alternatively to contribute to a fund for the planting of street trees. Again, the recent Urban Forest Council data demonstrates the quantitative link between air quality and trees.

E. **Establish a set-aside for Proposition K sales tax revenue for urban forestry.**

F. **Encourage private initiatives through assessment districts or other means, thus enabling communities to take greater responsibility in implementing tree plantings and reforestation efforts**

G. **Set aside funding for urban forestry from the General Fund.**

In addition to the specific funding sources noted above, a financially sustainable program must:

- Develop a consistent message about the urban forest and communicate it among city, state and federal leaders and agencies.
- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects.
- Develop programs for gifting by charitable foundations, groups and individuals.
- Aggressively pursue and secure funding from public and private sources for planting and maintenance.
- Establish stable funding for community stewardship programs like Friends of the Urban Forest, Neighborhood Parks Council, and more.

6. **The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.** Because the benefits of the urban forest are directly related to extent of tree canopy, an increased canopy would provide additional benefits to the City's residents and visitors. The Urban Forest Council Street Tree Action Plan is a blueprint to reach the following goals

a. One street tree for every 5 residents, raising the number of street trees from 106,000 to 155,000.
b. 15% canopy coverage, increasing the number of trees in the City from 668,000 to 835,000.

In terms of monitoring
c. Complete and periodically update a street tree inventory in a centralized database.
d. Update the UFORE study in five years.

7. **The City of San Francisco should update the list of recommended trees.** *Trees for San Francisco -- A guide to street-tree planting and care* was published in 1995 and needs to be revised. Friends or the Urban Forest and the Department of Public Works can lead the efforts to update the list of recommended trees. The list of recommended trees should reflect tree availability, horticultural advancements and the local character and identity of San Francisco. Furthermore, the list of planting situations needs to be expanded beyond street trees. A related idea is creating a list of "recommended plants" to place underneath trees. Likewise, a list of "plants to avoid" will prevent people from choosing undesirable or invasive vegetation that interferes with the health of the tree.

8. **Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.** The North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior-Outer Mission districts have a lower number of street trees than other areas of the City. In order to rectify this situation:

   a. Direct the Department of Public Works to provide additional funding to the Friends of the Urban Forest to initiate planting projects in these neighborhoods.
   b. Engage the local community groups to support tree planting and aftercare.
   c. Direct City facilities to initiate tree planting efforts on City property.
   d. Incorporate tree planting into larger neighborhood improvement efforts.
   e. Facilitate programs to create miniparks and permeable landscaping where open space is limited (Plant*SF, Sidewalk Pocket Park Gardens, DPW Street Parks).

9. **The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.** Tree programs at schools provide shade, UV radiation protection, education and engagement.

   a. Assist Friends of the Urban Forest develop a tree outreach program to schools and school groups. Provide information for tree planting and maintenance.
   b. Support existing groups like the Green School Yard Alliance and Living Library that are developing gardens and trees on school property.
   c. Incorporate arboriculture, urban forestry and forest conservation into school curriculum activities.
   d. Secure funding and in-kind donations for tree planting and care in schools through government and private sources.
   e. Develop a recognition program to acknowledge tree planting and care at schools.
   f. Encourage tree care professionals, school families and neighbors to donate time, money and resources for school trees.

The Urban Forest Council urges the City of San Francisco to take immediate action on the nine steps listed above as there is no time to lose.

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, August 17, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:08 p.m. Present: Planning Committee Members Costello, Quirke, and Sacamano. Excused: Committee Members Habert and Rodgers.

2. **ACTION**: Adoption of minutes of the July 27, 2006 Special Rescheduled Meeting. Upon Motion by Member Quirke and second by Chair Sacamano, the July 27, 2006 Special Rescheduled Meeting Minutes were adopted with no objection. (Explanatory Document: July 27, 2006 Approved Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=43356.)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Committee. Committee members outlined potential structure and schedule for a landmark tree committee and voted on recommendations to the Urban Forestry Council. (Explanatory document: Urban Forestry Council Bylaws http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/UFCbylaws.PDF, Overview sheet http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Annualreportcoverletter.doc).

Upon Motion by Member Quirke and second by Member Costello, the following recommendations were approved to forward to the Urban Forestry Council with no objection (AYES: Members Costello, Quirke and Sacamano); Absent: Members Habert and Rodgers).

- The Committee would consist of five members appointed by the Council Chair to serve one-year terms.
- Committee members would conduct individual site visits and complete evaluation forms to review at regular monthly meetings as nominations are received. Photographs are to be included as part of the site visit.
- The Committee would prepare a written summary of the evaluation forms and include individual evaluation forms to present to the full Council for review. The Chair of the Committee would verbally report on the written summary at Council meetings.
- Nominated trees on private property would require owner consent to enter the property in order to evaluate the tree.

Staff would report on whether membership to Standing Committees of the Urban Forestry Council could include public members outside of the Council, and if so, what the criteria for membership should be.

Public Comment: Ms. Carolyn Blair inquired (1) whether an arborist report was required to confirm stability of the tree (Coordinator Harte reported that an arborist report was not required); (2) recommended a column summary of Landmark Committee member's individual comments; and (3) expressed concern that the landmark tree nomination process would be an equitable process.

Public Comment: Mr. Richard Ingraham inquired (1) as to the period between when a tree is declared a landmark and its removal; (2) whether the City would pay for fees associated with maintenance of a landmark tree, and (3) discussed a eucalyptus tree on Joost Street that causes problems in the neighborhood. Coordinator Harte advised that there is no financial incentive for owning a landmark tree at this time.

4. **DISCUSSION and POSSIBLE ACTION**: Annual State of the Urban Forest Report. Committee members reviewed and voted to approve a cover letter that will accompany the 2006 State of the Urban Forest report with amendments. The Urban Forest Plan is the submission for the 2006 State of the Urban Forest report. (Explanatory document: Cover letter for Urban Forest Plan http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/Annualreportcoverletter.doc, Urban Forest Plan http://www.sfenvironment.com/aboutus/openspaces/urbanforest/urban_forest_plan0406.pdf)

Coordinator Harte reported that (1) a Cover Letter and the Urban Forest Plan would include all of the components required for the 2006 Annual State of the Urban Forest Report submission to the Board of Supervisors and (2) discussed the lack of information received from agencies in previous State of the Urban Forest reports.

The Planning Committee approved the Cover Letter and submission of the Urban Forest Plan as part of the 2006 Annual State of the Urban Forest Report to the Board of Supervisors with amendments that include:

- Coordinator Harte, Associate Ma, and Member Rodgers would discuss language explaining the Planning Department's process to include in the last paragraph of the Cover Letter as next steps.
- Reference funding that the Board and Mayor have provided (Member Quirke);
- Add a paragraph stating, "The Urban Forestry Council looks forward to its ongoing work with the Board of Supervisors to move segments of this Plan forward."

Public Comment: Ms. Carolyn Blair discussed methods for how the Planning Department and the Urban Forestry Council could handle no net loss of existing trees.

Public Comment: Mr. Richard Ingraham complimented the Cover Letter.

5. **DISCUSSION and POSSIBLE ACTION**: Street Tree List. Committee members discussed the compiled list of street trees that are expected to grow well in San Francisco. Members continued this item to another meeting.

   Public Comment: Ms. Carla Short, Department of Public Works Bureau of Urban Forestry (BUF) reported (1) Friends of the Urban Forest's (FUF) list of recommended street trees was received and would be coordinated with BUF's recommendations and would be developed into a uniformed list; and (2) BUF and FUF are putting together two lists, one that is recommended—everyone agrees; the second list would be experimental and plant under certain circumstances.

   Public Comment: Mr. Richard Ingraham discussed problems encountered with the London Plane tree and asked why the Department of Public Works and Friends of the Urban Forest have always recommended the tree for planting. Chair Sacamano stated that it is the most universally planted tree in the world because it is durable and grows fast. Member Costello discussed positive aspects of the tree. Mr. Ingraham recommended adding new species to the list. Chair Sacamano stated that

a record of how the tree performs would be required either through university reports or performance tests before being placed on the list.

Public Comment: Ms. Carolyn Blair (1) asked Mr. Ingraham if he preferred evergreens to deciduous trees (Mr. Ingraham stated that he likes both trees but that there are many other trees that perform better than the London Plane); (2) suggested emphasizing the right planting space for tree preservation; (3) requested that trees placed on a do not recommend list include notations about how many trees of that specific species are thriving; and (4) recommended that tree characteristics be described.

Public Comment: Ms. Ruth Gravanis recommended that the street tree list include additional information as to where people can acquire more information about the trees on the list and the importance of doing research before planting. Chair Sacamano stated that references for obtaining more technical information and resources would be available.

This item was continued to the next Planning and Policy Committee meeting.

6. **DISCUSSION**: New Business. Public Comment: Ms. Carolyn Blair inquired whether PG&E is required to notice the public when they prune or remove a tree because of utility pole considerations. Chair Sacamano stated that if the work were in the public right of way, a permit would be required through the Department of Public Works and a notice issued; if the work were on private property, no notice would be required unless it is a significant tree. Ms. Blair asked whether a permit was required for pruning a street tree. Chair Sacamano stated that a permit was not required for pruning a tree.

7. **FUTURE AGENDA ITEMS.** Future agenda items included: (1) Street Tree List and (2) strategy for implementation of the Urban Forest Plan into the Planning Committee agenda.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

9. **ADJOURNMENT.** The meeting of the Planning & Policy Committee adjourned at 5:45 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted:

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

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REGULAR MEETING

APPROVED MINUTES

Thursday, August 17, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

ORDER OF BUSINESS

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Upon Motion by Member Quirke and second by Member Costello, the following recommendations were approved to forward to the Urban Forestry Council with no objection (AYES: Members Costello, Quirke and Sacamano); Absent: Members Habert and Rodgers).

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The Planning Committee approved the Cover Letter and submission of the Urban Forest Plan as part of the 2006 Annual State of the Urban Forest Report to the Board of Supervisors with amendments that include:

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7. **FUTURE AGENDA ITEMS.** Future agenda items included: (1) Street Tree List and (2) strategy for implementation of the Urban Forest Plan into the Planning Committee agenda.

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

9. **ADJOURNMENT.** The meeting of the Planning & Policy Committee adjourned at 5:45 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted: September 21, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

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Thursday, September 21, 2006 at 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

09-18-06P12:12 RCVD

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke and AnMarie Rodgers

Urban Forestry Council Associate: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the August 17, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft minutes of the August 17, 2006 regular meeting)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Criteria. Committee members will discuss landmark tree criteria and may forward recommendations to the Urban Forestry Council. (Explanatory document: Landmark tree criteria).

4. **DISCUSSION and POSSIBLE ACTION**: Urban Forest Plan Implementation. Committee members will discuss action steps within the Urban Forest Plan and may forward recommendations to the Funding Committee. (Explanatory document: Urban forest plan).

5. **DISCUSSION**: New Business

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

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Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For

more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

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Posted: September 18, 2006

Urban Forestry Council
Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard.

Urban Forest Plan

City & County of San Francisco

Urban Forestry Council &
Department of the Environment

April 2006

SF Environment
Our home. Our city. Our planet.

Dr. Jim Clark of HortScience prepared this document with assistance from the Urban Forestry Council and the Department of the Environment.

This Urban Forest Plan is intended for use in the City and County of San Francisco. It is the first step in a process that will incorporate the Urban Forest Plan into San Francisco's General Plan. This plan is a living document that can be changed and adapted.

This plan will be distributed to the Board of Supervisors, Mayor's Office, City departments and agencies, community groups and members of the public. We welcome input and questions regarding the Urban Forest Plan. Please contact the Department of the Environment, Urban Forestry Council Coordinator, Alexis Harte, 11 Grove Street, San Francisco, CA 94102, 415-355-3764, alexis.harte@sfgov.org or Grace Ma, Urban Forest Associate, 415-355-3731, grace.ma@sfgov.org.

The Urban Forestry Council approved this document on February 28, 2006 and it was forwarded to the San Francisco Board of Supervisors on April 2006.

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EXECUTIVE SUMMARY
San Francisco Urban Forest Plan
April 2006

People appreciate and enjoy San Francisco's 668,000 trees. Few trees in this unique urban forest arose naturally--almost all were planted. The framework of this forest was established during an intense burst of tree planting that occurred in the late 1800s and early 1900s. City government, the Army, citizens, and real estate developers all took part, planting trees by the thousands. But since the 1920s, planting of new trees has not kept pace with losses due to old age, disease, storms, civic improvement, and development.

Today, San Francisco's urban forest can be characterized as inconsistent and incomplete. Though a framework of planting was begun, it was never completed. Trees that were established in the early years of the last century are nearing the end of their life spans. Many parts of the city are severely deficient in the number, extent and quality of plantings. Others are greatly in need of proper maintenance and support to deal with the unique challenges and stresses of the urban environment.

The urban forest contributes significantly to the amenity of the city and its desirability as a place to live, work and visit. Our city trees play a valuable role in the identity of the city and in reinforcing a sense of place. The urban forest provides an important social benefit, heightening the sensory experience of nature in the city—filtering light, adding color, providing needed shade, privacy and restoring the mental fatigue suffered by its residents and visitors. In addition to these qualitative benefits, our urban forest also performs important environmental functions such as removing 287 tons of atmospheric pollutants and 5,100 tons of carbon each year.

San Francisco's urban forest is owned and managed by a diverse mix of city, county, state and federal agencies as well as the private sector. On most streets, the property owner and the City and County of San Francisco share responsibility for trees. There has been little coordination in the care of trees among the parks, golf courses, streets and communities that form the bulk of the forest. Unfortunately, the public and elected officials have failed to fund urban forest activities at the level commensurate with its importance to the community.

The City's Urban Forestry Council, composed of citizens and professionals, recognizes that action must be taken to arrest the decline in the size of the urban forest, to regain lost ground and to rekindle the spirit of tree planting that occurred 100 years ago.

To that end, the Council has prepared an Urban Forest Plan, which reviews the creation of San Francisco's urban forest, analyzes the structure and functional benefits of the forests, and identifies the challenges that threaten its future. Designed to provide a road map for policy-makers and implementers, the Plan identifies five goals, critical to maximizing the value of the forest. Underlying these goals is the understanding that the urban forest is a living and evolving resource that is adapted to the unique and often challenging conditions of the urban environment. These goals are directed at the owners and managers of the trees that comprise the urban forest who must:

1. Maintain and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.

5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

The Council believes that these goals are strongly related—one cannot simply be eliminated or ignored. All are critical to the future of San Francisco's urban forest. When these goals are implemented, the City will have more trees, a larger urban forest in better health with more trees evenly distributed and therefore providing a greater level of benefits.

Within these five goals are a diverse group of specific action items. The Council identified nine action items as having the highest, most immediate priority:

- Develop a set of best practices for tree selection, purchase, installation and care that include creative adaptations and establish high standards for all public and private projects.
- Protect the urban forest from and during the development process, on public and private property.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace it in kind, either through new planting or fees.
- Institute a comprehensive reforestation program for aging stands in City parks and public institutions.
- Allocate and secure funding for planting and maintenance from public and private sources.
- Establish citywide goals for the urban forest and monitor results on an annual basis. Possible examples include providing one street tree for every five residents and raising the canopy coverage to 15%.
- Update the list of recommended trees, to reflect availability and horticultural advancements and consistent with the identity and local character of the city.
- Engage the leadership of the city to implement major tree planting programs targeting underserved neighborhoods in order to achieve greater environmental equity and accessibility.
- Engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree programs at schools.

San Francisco Urban Forest Plan
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"San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future."

San Francisco Urban Forestry Council, 2005

I. Introduction

Thousands upon thousands of trees comprise San Francisco's urban forest. It is easy to acknowledge that Golden Gate Park and Stern Grove are part of the urban forest. But what about the trees in the middle of Van Ness Avenue? Yerba Buena Gardens? The eucalyptus groves at the Presidio? The stands of Monterey cypress that line the Olympic Club's golf courses? The palm trees that define the Embarcadero? The cherry trees in a backyard? They are all part of San Francisco's urban forest.

It is important to note that few of these trees are naturally occurring. Much of San Francisco's urban forest has its origins in planting efforts from the period 1865 to 1925. Almost all were planted by entrepreneurs, the military and citizens who recognized that San Francisco would be a better place if trees filled its parks and lined its streets. By planting trees, San Francisco would become a more livable, enjoyable city.

San Francisco's urban forest plays three major roles in the character of the City. First, it is part of the basic fabric of San Francisco. Without that forest, the City would be less welcoming, less inviting and less conducive to a good quality of life. What would San Francisco be like without Golden Gate Park? The trees along the streets and in parks are as much as part of the City's infrastructure as the streets themselves.

Second, the urban forest provides important economic and environmental benefits to the property owners and the community. It creates an environment where people can escape the intensity of urban life and be restored.

Third, outdoor recreation is intimately connected to the experience of the City's urban forest. There is growing evidence that the experience of nature in urban areas is restorative, reducing mental fatigue. This experience is directly associated with human health and well-being. The need for the experience of nature and its power of restoration is absolutely critical, as over 80% of Americans now live in urban areas.

Like San Francisco, many cities throughout North America recognize the importance of having a healthy and sustainable urban forest. As a result, they are investing in urban forest programs while examining the benefits and costs. The USDA Forest Service Center for Urban Forest Research has worked with a range of cities including Chicago, New York City, Seattle, Toronto, Minneapolis, Charlotte and Berkeley.

As part of a larger movement among cities to be active stewards of the urban forest, San Francisco is focusing on the sustainability of trees in the city. San Francisco has formally acknowledged the importance of the urban forest through the establishment of a tree advisory board, which is now the Urban Forestry Council. In 2005, Mayor Gavin Newsom signed the United Nations Urban Environmental Accords with an Urban Nature section that includes specific actions for urban forestry. Action 11 of the Urban Environmental Accords calls for measuring canopy cover, increasing canopy cover, and maintaining at least 50% of available street tree sites. Actions 10 and 12 are related to the community and wildlife benefits of urban forests. Furthermore, the Mayor's Office has launched the Livable Cities Initiative to achieve multiple city greening goals by 2010 and urban forestry is

cornerstone of this plan. As we reap the benefits sown by others, we must plan and create the forest that future generations will enjoy. We cannot be complacent about this responsibility—sustaining the urban forest requires commitment and action.

San Francisco's urban forest was created in a relatively brief period of intense tree planting that occurred almost 100 years ago. The mature trees of Golden Gate Park, the Presidio and other green spaces were planted during this time. Since that time, however, the urban forest has been shrinking in size. Meanwhile, the human population and the need for the benefits of trees have grown even as the stresses on trees have increased. Funding for management of public trees has been inadequate. Trees that have died due to old age and disease have not been replaced and planting in parks has not kept up with the losses. Trees on private lands have been removed during development. Trees along the street are removed but not always replaced. The life cycle of the most prominent species would indicate that replacement and replenishment must take place immediately.

The shrinking of San Francisco's urban forest must be halted and the trend reversed. Now is the critical time to reinvest in the urban forest. As San Francisco's population continues to grow and age, city trees are needed to mediate issues like air pollution, storm water runoff, and social stress. Furthermore, trees will help city dwellers adapt to global climate change and the likelihood of a warmer climate with more frequent storms. More trees are needed in throughout the City; existing trees need better care; and large stands of trees must be conserved and reforested.

No single owner or agency can reverse the loss of the urban forest and the work of planting and maintaining must be shared. In order to provide a framework for that effort, San Francisco's Urban Forest Council has taken a lead role. The Council believes that an **Urban Forest Plan** will guide the continued enhancement and evolution of the City's trees and green spaces.

This Plan is the result of a long history of concern for the City's urban forest. In 1992, Friends of the Urban Forest produced *The State of the Urban Forest*, a document that identified several key needs for the urban forest. A second *State of the Urban Forest* report was prepared in 2001. One of the key findings and recommendations was the need for coordinated effort among city department and agencies in managing the urban forest. In 2002, the City created the Urban Forest Council, a group of citizens assembled to advise city government, through the Department of the Environment, on how best to care for the urban forest.

In 1997, *The Sustainability Plan for the City of San Francisco* was prepared. This plan identified areas where resource depletion could be halted and resource restoration achieved. It wove together environmental, economic and social concerns, recognizing that a sustainable city required all three.

One of the *Plan's* main topics was **Parks, Open Spaces and Streetscapes**. In addition to filling the traditional roles of recreation and habitat, the *Sustainability Plan* noted that parks and open spaces were part of the "social fabric of the community and....a critical element in the economic development of the city." It recognized that these spaces must be created and maintained. Parks and open spaces do not arise spontaneously--they result from good planning and implementation. The recommendations for this section focused on creating new parks and open space, available to everyone in the City; enhancing existing streetscapes; and fostering planting of trees on private land. The *Sustainability Plan* also noted that increased funding and public participation were necessary to meet the goals.

The Urban Forest Council hopes to take the findings and recommendations of the *State of the Urban Forest* and *Sustainability Plan* to the next logical step: creating a standard reference document that

defines policies and procedures for urban forestry management in San Francisco. In doing so, the Urban Forestry Council will fulfill its mandate to create a comprehensive urban forest plan according to the ordinance that created the Council.[1] This Urban Forest Plan will serve many users, ranging from city departments and non-profit organizations to private companies that manage San Francisco's trees. The final plan will be distributed to all affected city agencies and available for other groups and the public. The Urban Forest Plan will be incorporated into the City and County of San Francisco's policy documents.

Four key statements are fundamental to forming the Plan:

1. San Francisco's urban forest is comprised of all the trees and other woody vegetation found within city limits, and is located on a mosaic of public and privately owned land. Many of the large-scale plantings are mature in character and have a limited life span.

2. San Francisco's urban forest provides important economic, environmental and social benefits to the City's residents, visitors, neighborhoods, and businesses.

3. San Francisco's urban forest requires active management. A passive approach of letting trees grow without care will ultimately doom the City's forest to deterioration. Sustaining the urban forest will involve the coordinated efforts of city agencies, non-government organizations, businesses and individuals.

4. San Francisco's urban forest is as much a part of the City's infrastructure as roads, bridges and tunnels. As such, the urban forest must be considered at all stages of planning and development. There is a clear need to raise community awareness about the urban forest as an integral part of the City.

The geographic breadth of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in San Francisco's Administrative Code and Environmental Code and will be limited to the territorial boundaries of the City and County of San Francisco. To effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. The Plan will support efforts of organizations such as the Presidio Trust, University of California – San Francisco, and the Olympic Club in developing management plans specific to the their forests.

The scope of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other woody vegetation such as shrubs and median strip plantings.

Organization of the Plan
This Urban Forest Plan is divided into four sections.

1. A historical overview of the urban forest.

2. A description of the urban forest--its species composition, distribution and structure. This section also identifies the environmental benefits provided by the forest as a whole. It also focuses on the City's street tree population, analyzing both the costs associated with their installation and care, and the benefits provided by their presence.

[1] Environment Code Chapter 12

3. The identification of five goals that strive to take care of existing trees, plant new ones in needy areas, translate a love for San Francisco's trees into action, develop consistency of care and management and provide adequate, stable funding.

4. The final section identifies specific actions needed to implement the goals. In doing so, the City agency responsible to develop and implement the recommendations is identified.

II. The Origins of San Francisco's Urban Forest

No forest existed prior to the European settlement of the city and the photographs and written records from that time illustrate a lack of trees. Previously, there was an Ohlone Indian population who used the native plant resource. Towards the Pacific Ocean, one saw vast dunes of sand, moving under the constant wind. While there were oaks and willows along creeks, San Francisco's urban forest had little or nothing in the way of native tree resources. The starting point for the urban forest was a treeless expanse of shrubs and low-growing plants.

The City's urban forest arose from a brief but intense period of afforestation, which created forests on land without tree cover. This period of planting, on public and private property began in the late 1800s and was essentially complete by 1925. Since that time, the public agencies and private landowners of the larger parcels of forest have enjoyed the benefits of those early tree planting efforts. Yerba Buena Gardens, Crissy Field, Justin Herman Plaza and the Embarcadero are relatively recent additions to the urban forest.

In the late 1860s, the City began reserving land for parks, with Hill Park (now Buena Vista) as the first parcel. By the 1870s, the vision of Golden Gate Park as a public pleasure ground was taking shape with the initial planting of trees taking place in 1872. Stern Grove had its origins about the same time, as the Greene family planted fast growing eucalyptus trees throughout the property. Private enterprise was establishing what would eventually become places like McLaren and Glen Parks.

It was also during this period that the Army, occupants of the northwest corner of the city, developed the area we know as the Presidio. By the end of 1892, some 350,000 trees were planted and over time the sandy dunes were transformed into mixed forest suited for multiple uses. About the same time, Adolph Sutro was making plans to establish areas of timber-production in the city, installing thousands of tree seedlings on Mount Parnassus (now Mount Sutro).

Early in the 1900s, several important golf courses including the Olympic Club, the San Francisco Golf Club, the California Club and Harding Park were established in the southwest section of the city. Within each course, thousands of trees were planted during construction.

The City's network of streets was established by the early 1900s. The idea of having trees along city streets was not seriously pursued until 1955, when a program of planting and care was established. In recent years, the City's Department of Public Works has teamed with non-profit organizations such as the Friends of the Urban Forest to plant new trees along streets.

More than a century after the first trees were installed, the framework of San Francisco's urban forest is still based on these initial plantings. At this time, the urban forest is owned and managed by a mix of public agencies and private groups (Table 1). At least a dozen City departments have some responsibility for trees and their care. Many agencies are independent of City and County government. They include local organizations such as the School District as well as state and federal agencies. A large number of trees are located on private property.

The fact that many stakeholders take care of the urban forest presents a significant challenge to long-term management. Organization priorities and missions vary widely while state and federal agencies are exempt from municipal tree ordinances. There is, however, a compelling need for cooperative effort and clarity of purpose. Most San Franciscans would agree that the urban forest is an asset to the community. The challenge of finding a comprehensive vision to manage this resource is a critical one, central to the success of any plan, and must involve a wide range of stakeholders with various priorities and viewpoints.

The origin of the City's urban forest can be traced to a single burst of public and private tree planting during a 50-year period, almost a century ago. Trees do not live forever and unless the existing trees receive continued care, they will age and die at an increasing rate. Even if they receive care, all of the trees that comprise the urban forest will eventually die. The fact that many trees are approaching 100 years of age makes the need for replacement and replenishment even more urgent.

Unless more trees are planted, the urban forest will become smaller since nature will not replace these losses. New parks, street tree plantings, and green spaces must be established to ensure the urban forest benefits all San Franciscans.

Table 1. Owners and managers of significant portions of San Francisco's urban forest

City and County of San Francisco Agencies	
Bureau of Urban Forestry- Department of Public Works	Implements Urban Forestry Ordinance (Article 16) of Public Works Code: street trees, landscaped medians, sidewalk repair, education & outreach. Works in conjunction with non-profit groups to plant new trees.
Recreation & Park Department	Manages 3,000 acres with an estimated 100,000 trees, in parks, natural areas, golf courses, and watersheds. Sites include Golden Gate Park, Gleneagles & Harding Park golf courses, and Stern Grove.
SF Housing Authority	Responsible for trees within public housing.
SF Public Utilities Commission	Manages trees and vegetation in relation to public water reservoirs in and around San Francisco.
Port of San Francisco	Responsible for trees and woody vegetation related to the Port.
SF Municipal Railway (MUNI)	Responsible for trees that may encroach on overhead conductors, through State of California General Order 95.
San Francisco International Airport	Responsible for trees and woody vegetation within its facilities.
State Agencies	
University of California, San Francisco	Responsible for trees and woody vegetation within its facilities including the Mount Sutro Open Space Reserve.
San Francisco State University	Responsible for trees and woody vegetation within its facilities.
SF Redevelopment Agency	Responsible for planning, planting, managing, maintaining and overseeing the management of trees within its projects, constituting several thousand acres and including large open spaces, parks, and streetscapes.
SF Unified School District	Responsible for trees within school facilities.
Federal Agencies	
U.S. Department of the Interior- National Park Service	Golden Gate National Recreation Area (GGNRA). Responsible for coastal sections of the Presidio as well as Fort Mason, Lands End and Fort Funston.
The Presidio Trust	A public-private partnership responsible for the management of the Presidio's forest.
Private Properties	
The Olympic Club	Responsible for trees and woody vegetation within its facilities.
The San Francisco Golf Club	Responsible for trees and woody vegetation within its facilities.

III. The Structure and Function of the Urban Forest

Most San Franciscans readily acknowledge that the urban forest makes the City a nicer place to live. They appreciate the beauty of parks, gardens and the trees along city streets. However, the management of the urban forest presents many challenges that may not be apparent to the average person.

Many resource managers in San Francisco have lacked specific knowledge as to the number and location of trees under their care. The Department of Public Works (DPW) is the exception, having a decade-long work history. Even with such information, DPW has lacked a quantitative understanding of the functional roles that street trees play in the community until recently. Through collaboration with the United States Department of Agriculture (USDA) Forest Service, San Francisco now has a better understanding of its street tree and total tree population. As a result, there is quantitative information on tree population, age distribution, tree species, tree condition and associated benefits on canopy cover, environmental benefits and costs.

The Nature of the Urban Forest

In 2004, the San Francisco Urban Forest Council invited a research team from the United States Department of Agriculture Forest Service to study San Francisco's urban forest. The team's report, issued in early 2005[2], was the first comprehensive analysis of San Francisco's urban forest, that is, all of the trees growing within the city limits.[3] The project employed the Urban Forest Effects Model (UFORE), a comprehensive tool that assesses the structure and function of a community's urban forest.

The Department of the Environment followed an established protocol and collected field data from 200 randomly selected ground plots throughout San Francisco. This data was forwarded to the USDA Northeastern Research Center where David Nowak and his research team analyzed the data with a computer model (UFORE) to understand San Francisco's entire urban forest.

Since the area was once grasslands and riparian habitat, San Francisco has negligible native tree resources, although some oak and willow trees are native to the area. The species that comprise the urban forest today are not native to the City. The USDA Forest Service reported that there are 668,000 trees represented by over 100 different species in San Francisco. Tasmanian blue gum is the most common type of tree with over 100,000 trees present. Monterey pine (56,000), Monterey cypress (25,000), and glossy privet (21,000) are also common. Five species of the genus *Pittosporum* comprise another 85,000. The first three species dominate the city's large green spaces such as the Presidio, Mount Sutro and Golden Gate Park. Karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum lucidum*) are commonly found as street and landscape trees.

The urban forest is very fragmented with the exception of parks and natural areas in the north and western edges of the city. A GIS map of San Francisco indicates that several large parks and many small parks are scattered throughout the city (Figure 1).

The UFORE study calculated the surface area covered by tree canopies in San Francisco. Almost half (43%) of San Francisco's land area is covered by streets, sidewalks and other forms of pavement. Another 26% is occupied by buildings and will likely not be available for planting trees and other

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[2] USDA Forest Service. September 2005 (draft). Assessing Urban Forest Effects & Values. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report. 22pp.

[3] For a detailed discussion of the methods and models used in the study, refer to the following paper: http://www.fs.fed.us/ne/syracuse/Pubs/Downloads/gtrne290.pdf.

vegetation. The urban forest canopy covers approximately 12% of the San Francisco. This compares to 10% in Los Angeles, 27% in New York City, 28% in Chicago and 34% in Seattle. This measurement of San Francisco's tree canopy cover satisfies Article 11 of the Urban Environmental Accords.

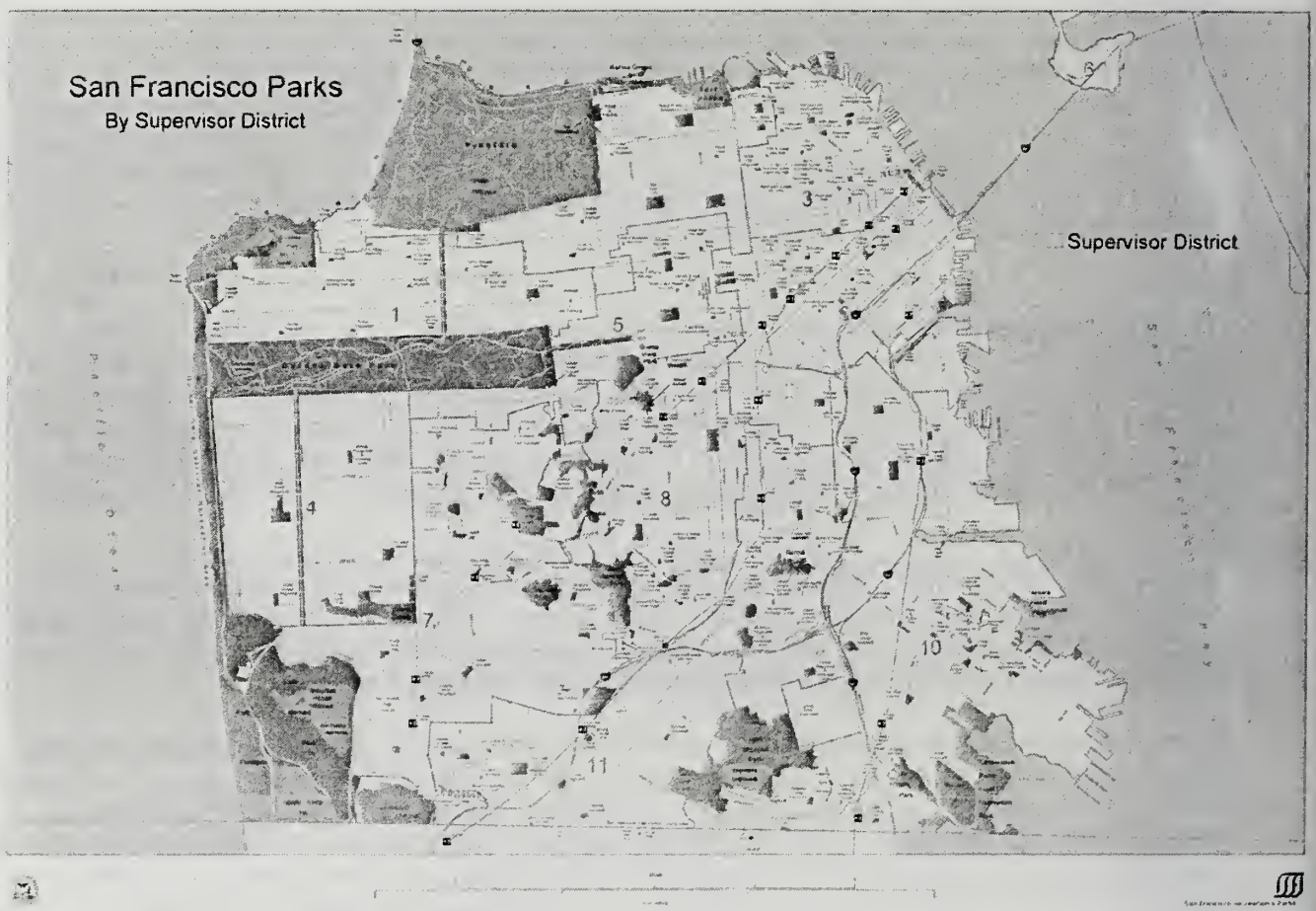

Figure 1. Overview of parks and natural areas in San Francisco

Sources of information
Stasio, S. 2005. San Francisco Parks by Supervisor District Map. Department of Recreation and Park.

The structure of the urban forest in several other U.S. cities has also been analyzed by the Forest Service team and the UFORE model (Table 2). With a human population of 764,069 and an urban forest of 668,000 total trees in San Francisco, there is approximately 1 tree per citizen (0.87). This falls into the mid-range of cities with UFORE analysis, where the low was Brooklyn, NY (0.25 trees/citizen) and the high was Baltimore, MD (3.0 trees/citizen). Another way to compare these cities is looking at the number of trees per square mile and the number of people per square mile. Among the seven cities in Table 2, places with higher population density have lower tree density per square mile. An exception occurs when comparing San Francisco and Jersey City. Despite having a higher

population density per square mile than Jersey City, San Francisco has 5000 more trees per square mile. This is a simple comparison between San Francisco and large cities throughout the United States with different conditions such as climate, land use and demography; thus, it is important not to make assumptions about future tree density trends in San Francisco or other cities based on Table 2.

As the trees in the urban forest grow, they *remove contaminants from the atmosphere*. The UFORE report found that each year, over 287 tons of ozone, particulates, nitrous oxides, sulfur dioxide and carbon monoxide are taken out of the air by the action of the urban forest. The value of this *environmental benefit is $1.3 million per year.* In addition, San Francisco's trees remove 5,100 tons of carbon from the atmosphere and store approximately 194,000 tons as biomass. A reduction in air pollution benefits everyone, particularly people with asthma and other respiratory health problems.

While the USDA Forest Service described and quantified some functions of the urban forest, the UFORE study did not capture all the benefits of trees. Besides mitigating air pollution, trees provide numerous public health benefits. The leafy canopy of trees reduces ambient temperature and provides natural shade. Trees not only cool their surrounding area, they also reduce ultraviolet radiation (UV) and the risk of skin cancer.[4]

As importantly, there are a number of studies verifying the immense value of urban forests to the social well-being of people. The simple presence of *forests, trees and other vegetation helps people recover from mental fatigue*, leading to a reduction in socially unacceptable behavior and crime.[5] Children exposed to outdoor green space exhibit fewer behavioral problems like Attention Deficit Disorder and a greater ability to concentrate.[6]

Furthermore, trees can reduce energy demand and consumption. Trees reduce ambient temperatures and wind speed, which results in energy savings for cooling and heating.[7] At present San Francisco has a cool and temperate climate. However, as temperatures rise due to global climate change, energy demand and costs will likely increase as well. Having a healthy and robust urban forest is one strategy to mitigate climate change.

As well as offering benefits to humans, urban forests provide *habitat for wildlife*. Birds, butterflies and insects may be the most visible indicators of this function. Yet we know that even an urban area like San Francisco is home to mammals such as coyote, fox and skunk. In addition, a wide range of reptiles and amphibians are present. These organisms face many challenges to their survival including habitat fragmentation and loss, traffic, domestic pets and human activities. Connecting and expanding green space in San Francisco will improve conditions for wildlife.

There are numerous opportunities throughout San Francisco to maintain and enhance the urban forest particularly within public parks and institutions. There are many stakeholders in this effort such as the Department of Recreation and Park, San Francisco Public Utilities Commission, Laguna Honda Hospital, Department of Public Works and Friends of the Urban Forest.

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[4] Purdue News. April 2002. Researchers say trees could affect land use, reduce skin cancer. http://www.purdue.edu/UNS/html4ever/020422.Grant.shade.html

[5] Kuo, F. E, Sullivan, W.C. 2001. Environment and crime in the inner city: does vegetation reduce crime? *Environment and Behavior*, (33) 3: 343-367.

[6] Taylor, A.F., Kuo, F.E. and W.C. Sullivan. 2001. Coping With ADD: The Surprising Connection to Green Play Settings, Environment and Behavior (33)1: 54-77.

[7] Geiger, J.R. 2001. Save dollars with shade. Center for Urban Forest Research, Pacific Southwest Research Station, USDA Forest Service. 4 pg.

Table 2. Ratio of trees to population in U.S. cities analyzed using the UFORE model

City	Population	Number of Trees	City area square mi	People/ square mi	Trees/ square mi	Trees/ person
Brooklyn, NY	2,465,326	610,000	81.8	30,138	7,457	0.25
Jersey City, NJ	228,537	136,040	14.9	15,338	9,130	0.60
San Francisco, CA	776,733	668,000	46.7	15,936	14,304	0.87
Philadelphia, PA	1,585,577	2,112,619	135.1	11,736	15,637	1.33
Chicago, IL	2,783,726	4,100,000	227.1	12,257	18,053	1.47
Boston, MA	574,283	1,183,451	48.4	11,865	24,451	2.06
Balitmore, MD	651,154	2,210,200	80.8	7,874	27,354	3.39

Sources for population data
Baltimore, Brooklyn, San Francisco: United States Census 2000 data.
Boston, Chicago, Jersey City, Philadelphia: United States Census 1990 data.

Sources for city land area data
McGeveran Jr, W.A. (ed.). The World Almanac and Book of Facts 2006. World Almanac Books: New York. 1008 pg.
Jersey City http://www.cityofjerseycity.com/about.html
Brooklyn http://www.nyc.gov/html/dcp/pdf/lucds/brooklynprofile.pdf

Sources for tree data	City
Nowak, D., D. Crane, J. Stevens and M. Ibarra. 2002. Brooklyn's Urban Forest. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report NE-290.	Brooklyn, NY
USDA Forest Service. Northeastern Research Station. 1998. http://www.fs.fed.us/ne/syracuse/Data/State/data_NJ_jc_ufore.htm	Jersey City, NJ
USDA Forest Service. Northeastern Research Station. 2005 (in preparation). Assessing Urban Forest Effects & Values: San Francisco's urban forest. Syracuse NY. General Technical Report.	San Francisco, CA
USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_PA_phil_ufore.htm	Philadelphia, PA
McPherson, E.G, D. Nowak and R. Rowntree (eds.). 1994. Chicago's urban forest ecosystem: Results of the Chicago Urban Forest Climate Project. USDA Forest Service. Northeast Forest Experiment Station. Radnor PA. General Technical Report NE-186. 201p	Chicago, IL
USDA Forest Service. Northeastern Research Station. 1996. http://www.fs.fed.us/ne/syracuse/Data/State/data_MA.htm	Boston, MA
Nowak, D., M. Kuroda and D. Crane. 2004. Tree mortality rates and tree population projections in Baltimore Maryland USA. *Urban Forestry & Urban Greening*. 2(3):139-148.	Balitmore, MD

The Department of Recreation and Park manages 3,480 acres and 209 parks, which provide habitat for trees. Implementation of Recreation and Park's existing forest management plans would result in improvements to the urban forest. Within Recreation and Park, the Natural Areas Division manages a smaller area (860 acres within 31 parks) and focuses on habitat restoration for native plants and animals. Another opportunity is the San Francisco Public Utilities Commission (PUC) Alameda Watershed Plan. The primary objective of this plan is to ensure a sustainable supply of clean water for the present population and future generations of San Francisco. A focus on planting and maintaining the urban forest on PUC land would complement the vegetation management goals in the Alameda Watershed Plan. Furthermore, public institutions such as Laguna Honda Hospital are interested in establishing more trees but they need resources. The role of the Department of Public Works and Friends of the Urban Forest will be discussed in detail in the next section.

In summary, each year trees in San Francisco are planted and removed. Because the City has no native forest, there is little natural regeneration. For this reason, maintaining the current forest of 668,000 trees requires that planting keep pace with tree removal. There is no information on a citywide level as to whether or not this is occurring.

The Forest along the Streets

Streets and public rights-of-way comprise the most significant opportunity for planting within the city. But although one-quarter of the city (almost 8,000 acres of land) is devoted to these public spaces, they are underplanted and existing trees are not linked to a larger and coherent community. Unlike trees in parks and backyard areas, street trees struggle with even more urban stresses, in particular, soil compaction and paved surfaces that restrict root and tree growth. At the same time, the urban street tree, more than any other element in the city landscape, can most effectively mediate due to its proximity, the environmental impacts of vehicular exhaust, noise, urban run-off and pollution.

The capacity of streets to grow trees is often compromised by other demands like vehicular traffic. A static approach to street design must be replaced by a new attitude that envisions the urban forest as an integral part of the infrastructure of the street, as important to and fundamentally tied to a much broader and diverse vision, related to all modes of movement and imparting a sense of scale and identity that makes urban environments more humane and livable. In some cases, street plantings have failed—for various reasons—and now need to be replaced. The Market Street plantings of London plane trees (*Platanus x acerifolia*) are a case in point. Rather than creating an intentional ribbon of green that would underscore the importance of this street in the city, the trees along Market are stunted and contorted and appear abused, which they are. In these cases, major new street tree plantings should be undertaken as part of rethinking a broader role for the street itself.

Within the public right-of-way along San Francisco's streets are approximately 106,000 trees, or 16% of the City's 668,000 tree urban forest.[8] Street trees, defined by location, illustrate the diversity of ownership and management of the urban forest. The Department of Public Works (DPW) maintains about 26,000 trees, primarily located along boulevards and arterials. Property owners maintain another 80,000 trees, primarily in residential settings.

San Francisco's street trees are not evenly distributed across the city (Table 3). Street tree populations, both publicly and privately maintained, range from 3,723 trees in District 3 (North Beach) to 12,898 in District 5 (Western Addition). Most of the street trees in District 4 (Sunset) are managed

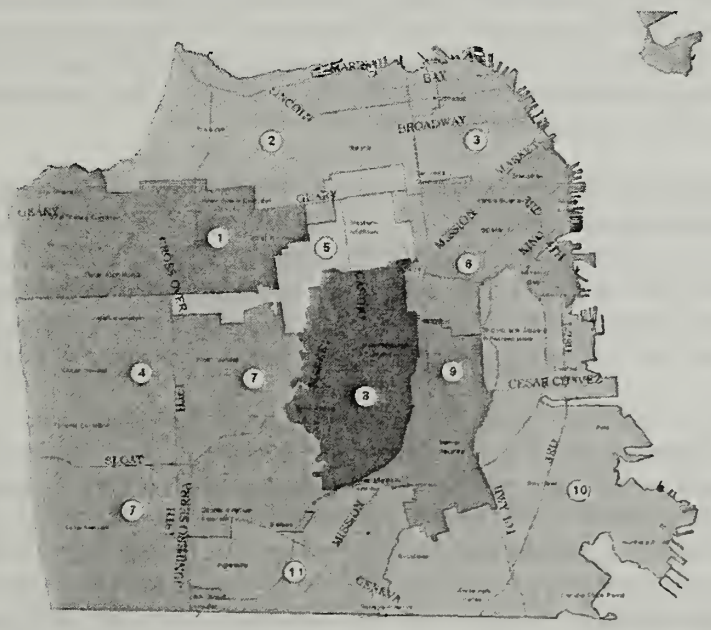
[8] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

by the property owner. In District 5 street tree management is more evenly divided between DPW and private management.

Table 3. San Francisco's Street Tree Population by Supervisory District

District		Number of Trees DPW	Private/Public*	Total	% of Total
1	Richmond	2,041	3,604	5,645	5.3%
2	Marina	1,076	7,160	8,236	7.7%
3	North Beach	999	2,724	3,723	3.5%
4	Sunset	1,453	7,115	8,568	8.0%
5	Western Addition	6,151	6,747	12,898	12.1%
6	South of Market area	1,559	9,421	10,980	10.3%
7	Merced	2,317	8,677	10,994	10.3%
8	Castro/Noe	1,772	12,636	14,408	13.5%
9	Mission/Bernal	3,352	9,063	12,415	11.6%
10	Potrero/Bayview/HP	4,073	8,438	12,511	11.7%
11	Excelsior/Outer Mission	1,696	4,714	6,410	6.0%
	Total	**26,490**	**80,299**	**106,789**	

*Private/Public denotes street trees that are publicly owned but managed by private individuals and/or property owners.



Sources of information
San Francisco Department of Public Works, Bureau of Urban Forestry. December 2005. DPW Trees.

Maco et al. 2003. City of San Francisco Street Tree Analysis. USDA Forest Service Pacific Southwest Research Station, Davis CA.

Rodgers, A. 2005. San Francisco District map. Planning Department.

Another way of comprehending the number of street trees is to compare them with the people and streets that naturally border them. With 106,000 street trees and a human population of 776,733, there are approximately seven San Franciscans for each street tree (Table 4). Across districts, the number of residents per tree ranges from 4.8 in District 8 (Castro/Noe) to 18.9 in District 2 (North Beach). Comparing the number of street trees of the miles of streets is another way to visualize and comprehend street trees in San Francisco. The citywide average is 113 trees per mile of street. However, there is great variation in the number of street trees per mile among districts. The number of street trees per mile of street range from 209 trees per mile in District 5 (Western Addition) to 66 in District 2 (North Beach). The citywide average is 113 trees per mile of street.

These numbers are brief summaries of street tree populations that permit simple comparison between neighborhoods in San Francisco; they are not intended to explain the multiple factors that contribute to the variation in street tree population and condition.

Looking at the ratio of residents to each street tree is a common standard of comparison between cities. With seven residents for each street tree, San Francisco was at the low end of 22 cities whose street tree populations were studied by the United States Department of Agriculture Forest Service. Los Angeles, Eugene, OR and Syracuse, NY all have one street tree for every five residents.

The San Francisco street tree population and ratio to residents lags behind other cities for many reasons. In a majority of residential areas, the property owner is required to pay for street tree planting and maintenance, which can be a barrier especially to lower income residents. By contrast some cities provide street trees and limited maintenance for free. Residents may also have cultural preferences that make tree planting less desirable.

Besides social considerations, there are physical obstacles to planting and tending healthy street trees. Street and sidewalk infrastructure makes it difficult to plant trees. Furthermore, overhead wires, utility undergrounding and paved surfaces are often prioritized before trees. Often the paved area of the street is far more extensive than is needed to perform the necessary functions and creative approaches can accomplish larger goals for reclaiming space for pedestrians and bicyclists and creating streets that are calmer and designed to be more supportive of the neighborhoods and districts around them.

A tremendous opportunity exists to take advantage of lost space within the city and dramatically expand the urban forest through the conversion of pavement into healthy soil and permeable surfaces capable of supporting the urban forest. One opportunity is transforming public rights-of- way. A public right-of-way is an area affiliated with alleys, boulevards, courts, lanes, roads, sidewalks, spaces, streets, unaccepted streets and ways within San Francisco under the jurisdiction of the Department of Public Works. Common examples include medians, sidewalks, triangles and unaccepted streets. The DPW Street Parks Program helps community members transform public rights-of-way into open spaces with landscaping and other amenities. For example, the San Jose/Guerrero Coalition to Save Our Trees transformed street medians with trees, shrubs and plants, while the Quesada Gardens Initiative established a community garden in Bayview/Hunters Point, which includes trees.

These efforts compliment Traffic Calming Program Guidelines developed by the Department of Parking and Transportation (DPT). Within the guidelines, there are opportunities to incorporate street trees. About 50% of the program's projects incorporate trees, shrubs, rocks, drought tolerant plants and limited irrigation and proposed median islands would incorporate trees. Also, DPT is currently working on the San Francisco Pedestrian Plan, which is another way to promote street trees and their numerous benefits.

In addition, there are over 127,000 empty planting sites present along City streets. Most (98%) of these are void space, locations where no planting basin currently exists. Installing a tree in those spaces requires cutting the existing pavement and creating a new planting basin. About 5,000 spaces are existing basins that simply lack a tree. However, some existing and potential basins may be unsuitable for tree planting due to considerations like accessibility for the disabled, utilities, driveways and curb cuts.

As with the trees themselves, potential planting spaces are not evenly spread across the city. For example, less than 30% of the potential planting spaces in Districts 4 and 11 are planted with trees whereas over 70% in Districts 5 and 8 have trees (Table 4).

A great opportunity exists to enhance San Francisco's street tree population by simply planting within the existing street system. There are more potential planting spaces in San Francisco (127,500) than are currently occupied by a street tree (106,000). In theory, the street tree population could be doubled by simply planting in the vacant spaces. However, the actual number of potential planting spaces is less than 127,500 due to the presence of underground utilities, view sheds and proximity to related infrastructure. Given that the distribution of trees across the city is uneven, new trees could be installed in neighborhoods with fewer street trees.

In response to this opportunity, the Urban Forest Council has written a Street Tree Action Plan that includes planting, maintenance and funding goals.[9] The stated target of planting 5,000 new trees each year will place 100,000 additional streets trees over 20 years. The Mayor's Office is leading the implementation of this plan, which supports Article 11 of the United Nations Urban Environmental Accords.

Among the 106,000 street trees in the city, the most common species are small- and medium-sized species: Victorian box, Indian laurel, New Zealand Christmas tree and plum. Large tree species such as blue gum, Monterey pine and Monterey cypress, while common in the open space areas, are present only in small numbers. It is important to plant the largest tree possible for each planting site whenever possible. In some cases there is not enough space, either above- or below-ground, for large trees along city streets.

Citywide, 60% of the street trees are in good condition, 30% in fair and 10% in poor condition or dead. Tree condition varies across the city due to species selection, growing conditions and ongoing care and maintenance. In District 6 (SOMA) for example, 85% of the private trees are in good condition while in Districts 3 (North Beach) and 11 (Excelsior/Outer Mission), only 27% and 25% are. Given the variation in economic development across the supervisorial districts, it is not surprising that trees managed by private property owners vary in condition. It is surprising that the same pattern occurs in publicly managed street trees. Few public trees in District 10 (Potrero/Bayview/Hunters Point) are in good condition, while 76% in District 11 (Excelsior/Outer Mission) are in good condition.

[9] Urban Forestry Council. November 2004. Enhancing San Francisco's Neighborhoods: *A Proposed Street Tree Action Plan.* 4 pp.

Table 4. San Francisco's Street Tree Population: Distribution by Supervisory District

	District	No. residents per tree	No. trees per street mile	Filled planting space (%)
1	Richmond	12.4	79.0	48
2	Marina	8.1	110.5	67
3	North Beach	18.9	66.2	39
4	Sunset	8.2	93.8	26
5	Western Addition	5.6	208.9	72
6	South of Market area	6.4	136.9	42
7	Merced	6.3	76.9	32
8	Castro/Noe	4.8	146.1	71
9	Mission/Bernal	5.7	184.1	62
10	Potrero/Bayview/HP	5.2	110.8	34
11	Excelsior/Outer Mission	7.9	74.5	29
	Total	**7.0**	**112.8**	**44**

Sources of information

San Francisco Department of Public Works, Bureau of Urban Forestry. December 2005. DPW Trees.

Maco et al. 2003. City of San Francisco Street Tree Analysis. USDA Forest Service Pacific Southwest Research Station, Davis CA.

Rodgers, A. 2005. San Francisco District map. Planning Department.

Street tree survival varies depends on many factors such as location, maintenance and community involvement. Since 1987, over 38,000 street trees have been planted by the Friends of the Urban Forest (FUF), the City's foremost non-profit tree organization.[10] A survey of trees planted by FUF has shown that almost 90% of trees were alive 36 months after planting and over two-thirds were alive 10 years after planting. There were important species and location differences in tree survival and growth, information that helps FUF enhance the growth and performance of new plantings. Residents of the Castro/Eureka Valley areas can take pride that over 90% of trees were alive after 10 years.[11] A national study on community based urban forestry projects confirms the effectiveness of Friends of the Urban Forest and similar organizations.[12]

On the other hand, the Department of Public Works has internal departmental data on street tree mortality. For street trees managed by DPW, the estimated mortality rate is 5% within five years after planting. Then the estimated mortality rate drops to 1.5% after five years.[13]

There is no comparable study or data set for street trees managed by property owners without assistance from Friends of the Urban Forest or DPW.

Common objections to street trees are potential conflicts with pavement and utility lines. However, in San Francisco there are relatively few conflicts between trees and these types of infrastructure. Only 15% of street trees have displaced pavement more than 0.5 inches. Although the vast majority of street trees are located beneath overhead utilities, only about 10% have been topped to provide clearance. Both of these conflicts may become more significant in the future as young trees enlarge in size. In order to ensure tree growth and health above and below ground, infrastructure improvements are necessary.

In 2003, the Urban Forest Council asked a team of scientists from the USDA Forest Service's research unit in Davis, California to calculate the costs and benefits provided by the City's street trees.[14] The Forest Service team worked in cooperation with Friends of the Urban Forest and Department of Public Works to survey the street tree population. Subsequently, the Forest Service analyzed the cost of managing 26,490 trees maintained by DPW, and evaluated the benefits provided by the trees to the city.

Street trees managed by DPW:

- Have an annual maintenance cost of $4.77 million, based an operating budget of $3.43 million and $1.35 million spent by other departments on street trees. The largest expenditures involve tree pruning ($2.26 million) and litigation costs ($1.08 million).
- Provide the city with $7.5 million in annual benefits including property value increases which account for $6.9 million per year of this total.
- Provide $467,000 per year in controlling storm water runoff.
- Provide savings of $85,000 in energy costs (heating & cooling) to adjacent properties.

On balance, the benefits provided by city-managed street trees equal the costs associated with their care. The Street Tree Action Plan provides goals and a budget to increase the quantity and quality of street trees in San Francisco.

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[10] Website for Friends of the Urban Forest: www.fuf.net.
[11] Sullivan, M.J. 2004. Survey of 5 and 10 year Old Trees Planted by FUF. Available at www.sftrees.com.
[12] Bond, J. October 2005. The Significance of Young Urban Tree Mortality on State Implementation Plan (SIP) Planning. Urban Tree Canopy Cover Inclusion in State Implementation Plans.
[13] Department of Public Works. 2005. Street Tree Mortality Estimates.
[14] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. September 2003. City of San Francisco California – Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

San Francisco's Urban Forest as seen by the Community

In early 2005, the Urban Forest Council asked 1,100 residents, 100 in each of the 11 Supervisory Districts, to comment on their feelings and attitudes about the City's urban forest.[15] Overall, residents were satisfied with the quantity and quality of trees in the city, and were somewhat more satisfied with parks than with the trees on the street where they live.

Across San Francisco, the level of satisfaction with the quality and quantity of street trees varied. At one end of the scale, just over 70% of the people in District 7 were satisfied with the trees on the streets where they live. In contrast, only 44% and 45% of respondents in Districts 11 and 6 shared this view. The satisfaction levels in other Districts range within these numbers. There did not appear to be a relationship between number of trees in a District and overall satisfaction.

Most San Franciscans (62%) believed that city government and its agencies should be responsible for planting and caring for trees along city streets. A majority supported increasing the parcel tax in order that the government might provide these services. Property owners, however, are opposed to such a tax. Twenty-five percent (25%) of San Franciscans have installed a tree outside their home or apartment, and another 25% have considered doing so.

San Franciscans recognize the unique character and qualities of rare and very old trees. About two-thirds supported legislation that would prohibit their removal, even on private property.

Summary: The Current State of San Francisco's Urban Forest

San Francisco's urban forest consists of **668,000 trees** located in 1) a small number of large parcels, 2) along city streets, and 3) a large number of small parcels. Estimates are that **over 200,000 trees are found in open spaces** such as the Presidio and Golden Gate Park. Ownership of these parcels includes state, federal and municipal agencies as well as private landholders.

The majority of the **106,000 street trees** are in good condition. Trees along city streets are generally smaller in size than those found in parks. The ratio of the City's population to street trees is about 7:1, which is below that of other cities. The Street Tree Action Plan provides a blueprint for increasing the quantity and quality of street trees. Street tree management is shared by the City and private property owners.

The remaining **368,000 trees that comprise the urban forest are found on residential properties, within commercial and industrial areas, and as part of the landscapes of institutions** such as hospitals and universities.

Taken together, the canopy of the 668,000 trees covers 12% of San Francisco's land area. This forest removes contaminants from the atmosphere, reduces storm water runoff, provides wildlife habitat, and enhances property values.

San Franciscans value the City's urban forest. Most residents are satisfied with the park system and value its presence. A majority are satisfied with the trees on the street where they live. One in four has planted a tree! A majority of San Franciscans want City government to take a leadership role in managing the urban forest.

[15] Research was performed by David Binder Research and included 100 voters in each of the eleven Districts.

IV. A Plan for the Future of San Francisco's Urban Forest

San Francisco historically lacked a natural forest resource. The existing forest is the result of determined human efforts at planting and maintenance. If the forest is going to be sustained in the future, the same committed effort is needed. San Francisco's urban forest cannot maintain itself let alone expand itself. Citizens, government agencies, corporations and organizations need to establish, care for and maintain it.

Goal 1. Maintain and conserve the existing urban forest.

San Francisco's urban forest is a unique assemblage of diverse species, bringing together trees from all over the world. Many of the large groups of trees, most notably in the Presidio, Golden Gate Park, and Mount Sutro, are mature and are reaching the end of their life spans, with greater susceptibility to disease and windthrow. The number of trees in these areas is declining and the possibility of huge losses during episodes of drought, high winds and storms or to disease continues to increase over time. The 1998 Golden Gate Park Master Plan estimated that 30 to 40% of the trees in the park would be lost in the next 20 years. Over the period 1980 to 1993, the tree population in the park declined by over 6,000 trees (19% of the total in the Park). The Plan noted, "Park forest will continue to decline through natural aging process."

The partnership between the Department of Public Works and Friends of the Urban Forest has resulted in thousands of trees being planted along city streets. There has not been, however, a plan to address maintenance of these trees as they become mature. At this time, the burden for care falls to the property owner.

The parks and street plantings are significant contributors to the city's livability and a concerted effort must be made to maintain and conserve them. Otherwise, trees will decline and die sooner rather than later. Several specific actions are needed to maintain and sustain this valuable resource:

- City of San Francisco departments and agencies that manage trees should establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource. Within 5 years, the Department of Public Works and Recreation and Park Department should replace the current "pruning by request" effort with a program of scheduled maintenance for all trees.
- The City of San Francisco should incorporate an urban forest component into the city's general plan.
- The City of San Francisco should enact legislative tools and public policies that protect existing trees on public and private property and provide consistent enforcement.
- City departments should prepare management plans for the trees and parks they manage. Agencies outside city government should be encouraged to do the same.
- The City of San Francisco should establish a goal of no net loss of trees. Where a tree is removed due to development, whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- The Recreation and Park Department should institute a more aggressive reforestation program in City parks.
- City departments should expand programs of habitat restoration, particularly in remnant patches of pre-settlement vegetation.
- The Public Utilities Commission should cultivate trees and vegetation and link their open space with other areas in San Francisco and the Bay Area as part of the Alameda Watershed Management Plan.

Goal 2. Expand the urban forest through new planting.
San Francisco's urban forest is not evenly distributed across the city. Some neighborhoods and communities have fewer, smaller and less healthy trees than others and they receive fewer benefits from trees. To provide the benefits of trees to all residents, street and park tree management programs must be expanded into underserved areas. Given the economically disadvantaged condition of some districts, the City and its partners need to take leadership in urban forest management. One possibility is that the City's Department of Public Works can expand the number of streets along which it maintains trees.

Before the Department of Public Works can plant new street trees, the existing street tree program must be strengthened. New trees must be planted to replace trees that were previously removed from existing plantings and opportunities for new plantings need to be realized along with restructuring of streets and other public spaces. Public Works acknowledges that new trees have not been planted at a rate equal to their removal. In addition, capital improvement projects remove trees without associated replacement. A similar situation exists in other City departments like Recreation and Park.

- The City of San Francisco should establish a goal to raise canopy cover from 12% to 15% in the next 10 years.
- The City should ensure that street design and redesign projects include trees.
- The Department of Public Works should establish a goal of one street tree for every 5 residents. Current levels are one tree for every 7 residents. A street tree for every 5 residents would place San Francisco at the average ratio for cities of comparable size.
- The Department of Public Works should establish a goal that 85% of planting spaces should be planted. This should occur in all districts, as recommended in the Urban Forest Council's Street Tree Action Plan.
- The Department of the Environment, using the results of the Friends of the Urban Forest's study of tree planting, should coordinate an update of the recommended species selection lists. This update should become the citywide approved list for use by all City departments.
- The Department of Public Works should investigate improvements for street tree planting such as larger tree basins, tree trenches, and structural soil.
- The Department of Public Works, the Recreation and Park Department and the Redevelopment Agency and other City departments should work in concert with neighborhood and community groups in areas with smaller tree populations to initiate street and park tree plantings such as North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior/Outer Mission districts.
- The Department of the Environment should engage the SF Unified School District and associated parent-faculty groups at local schools to develop a tree planting and maintenance program.
- City departments should initiate tree planting programs at municipal facilities in the North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior/Outer Mission districts.
- The Department of Public Works and Planning Department should prioritize key streets with potential for linking the city that can become corridors for planting.
- The Planning Department and Redevelopment Agency should upgrade and expand tree planting and landscape requirements in new projects.

Goal 3. Foster a shared set of values about the urban forest through education and action.
Few residents and fewer visitors would argue that San Francisco would be a better place without its urban forest. The trees that comprise the urban forest make the City a more livable, enjoyable and

desirable place. The fact that 75% of San Franciscans are satisfied with the City's urban forest reflects this observation. The challenge lies in translating that sense of satisfaction into a plan of action, one with some urgency associated with it.

- The Department of the Environment should coordinate a public outreach program regarding the value of parks, open space and individual trees. Disseminate information through outlets such as utility bills, new homeowner packets and other mass outlets. A program of education on the current policies and city codes associated with City trees as well as information on what constitutes proper tree selection and care.
- The City of San Francisco should provide information and take input from citizens and community groups in those areas where residents are not completely satisfied with neighborhood trees, most notably North Beach, South of Market, Mission/Bernal and Excelsior/Outer Mission.
- The City of San Francisco should foster community participation and special celebrations associated with major planting events like Arbor Day.
- The Department of the Environment should engage the School District to incorporate tree care and Arbor Day celebrations into the elementary school curriculum.
- The Department of the Environment should engage the religious/spiritual community to incorporate tree planting and care into its programs.
- The City of San Francisco should offer creative opportunities to support urban forestry such as memorial tree plantings, adopt-a-tree programs, and a tree endowment fund.
- The Planning Department, Redevelopment Agency and Department of Public Works should specify that new developments and streetscapes must provide adequate space for trees and growing conditions that ensure their survival and development.
- The Planning Department, Redevelopment Agency and Department of Public Works should ensure that street design and redesign projects include trees as one of the project goals, protecting existing trees where appropriate, and providing adequate growing conditions for new trees.
- The City of San Francisco should publicly commemorate outstanding contributions to the urban forest from individuals, community organizations, city agencies and donors.

Goal 4. Manage the urban forest in a coordinated, responsible and effective manner.
San Franciscans want city government to take the lead role in managing the urban forest. They expect public agencies to be role models for its stewardship. Since the City does not have a centralized urban forestry department, there is a need for interagency coordination, communication, and consistency of action. The Department of the Environment currently meets the role of coordinator. Additional steps are needed:

- The City of San Francisco, through the Department of the Environment should establish an interdepartmental working group composed of all departments and agencies that have urban forest management responsibility.
- The City of San Francisco should establish clear lines of responsibility within City government for planting, maintenance and management of the urban forest.
- The City of San Francisco should develop standards and best management practices for tree selection and care. It must ensure that all City departments and projects employ the standards.
- The City of San Francisco should direct the Department of the Environment to establish a sub-committee of the Urban Forest Council to work with owners of open space parcels on issues of common interest.

- The City of San Francisco should develop standards for the planting and maintenance of all new plantings by all agencies and contractors in the City.
- The City of San Francisco should incorporate trees in all street redesign projects, which provide pedestrian, bicyclist and traffic calming benefits. Opportunities exist within the Pedestrian Master Plan and Traffic Calming Program Guidelines.
- The City of San Francisco should include urban forestry professionals in the City departments (such as Planning) to provide expertise, review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

Goal 5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Taking care of the urban forest requires a significant investment of labor, resources and skills and each stage in a tree's life requires a certain level of maintenance. Investing in pruning, watering and mulch for young trees will reduce maintenance costs in the long run as the forest ages. Properly maintaining a mature, aging forest resource is costly and more labor intensive than maintaining young trees. Funding has not kept pace with need. In fact, funding levels for tree care within City agencies has declined. The impact on care of the urban forest is clear and direct. For example, the Golden Gate Park Forest Management Plan created in 1980 outlined a 25 to 30 year tree replacement cycle for the park's aging forests and yet in 1998, the reforestation project was operating on a 50-year cycle. Creating and caring for the existing urban forest and extending into underserved areas will require additional, stable financial resources.

In 2000, the Department of Public Works lost approximately 25% of its available funding for new planting when Proposition B expired. The Department suffered additional cutbacks due to the loss of sales tax revenue. This occurs at the same time that trees planted by Friends of the Urban Forest are maturing and in need of additional care. Moreover, planting has not kept pace with removals. In short, there is a crisis in funding the street tree program.

The Recreation and Park Department and the Department of Public Works are only the two most obvious examples of the inadequacy of current funding to sustain the existing urban forest. Other City departments with tree and forest management responsibility face similar shortfalls. Without increases in funding base, the City cannot care for its urban forest.

V. Working the Plan: Action Items and Next Steps

Implementation of the goals and action items will require a coordinated effort by all who hold San Francisco's urban forest important. The City of San Francisco must take the leadership role. The City owns some of the most significant parts of the urban forest, sets the policies and funding for their management, and is the role model for other owners and managers. While a number of City departments will be involved, the burden of leadership will rest with the Department of the Environment's Urban Forest Council, the Department of Public Works, and the Recreation and Park Department.

Although all of the action items are important, several stand out as requiring immediate attention:

1. **The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.** The City of San Francisco's tree management is the model for how private property owners will manage theirs. For this reason, the City needs creative approaches, consistent standards and quality tree care. The Urban Forest Council should take the lead to create standards, which include:

    a. Best practices for tree planting including recommended species, nursery selection, structural evaluation, soil volume, etc.
    b. Uniform tree pruning standards for all City departments based on the most recent editions of the American National Standard for Tree Care Operations (ANSI Z133 and A300) as well as the Best Management Practices prepared by the International Society of Arboriculture.
    c. All City employees who have responsibility for tree management should be qualified and participate in industry continuing education programs. The basic qualification is the Certified Arborist program of the International Society of Arboriculture.

2. **The City of San Francisco should protect existing trees from and during development.**

    a. Require tree protection plans for construction and development projects. The Department of Planning should establish goals, guidelines and forms to track trees before and after projects.
    b. Establish a Landmark Tree Program to celebrate and protect notable trees in San Francisco using a range of subjective and objective factors.
    c. Develop an awards program that recognizes innovative examples of projects that protect valuable trees.
    d. Require that City agencies, private developments and individual citizens are all held to a consistent set of standards.
    e. Encourage state and federal agencies, along with other public institutions exempt from City policies, to adhere to City tree protection requirements.

3. **The City of San Francisco should establish a goal of no net loss of trees on public and private property.** Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or in-lieu fees.

    a. Goal of no net loss should be required for all City agencies and incorporated into policies and ordinances used by private property owners.

b. Value of trees should be established using the Council of Tree and Landscape Appraisers methodology.
c. Trees that are diseased, dying, dangerous and in otherwise poor condition can be exempt from certain requirements.

4. **City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.** How the trees are managed and cared for in public parks and facilities is a physical representation of the City's concern and commitment. An aggressive reforestation program in these locations will demonstrate the City's support for tree planting and maintenance.

   a. Work with the Planning Department to incorporate tree planting in the landscape master plan for projects.
   b. Collaborate with Green Schoolyard Alliance, Living Library and other community groups to develop tree programs at SF Public School District and private schools.
   c. Work with the Recreation & Park to reinstate the 30-year rotation for reforestation at Golden Gate Park and implement existing forest management plans.
   d. Assist public institutions like Laguna Honda Hospital with developing and implementing urban forestry management plans.

5. **The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.** San Francisco's Urban Forest Council has the responsibility to identify and secure stable funding to support the planting efforts we propose. In its Street Tree Action Plan, the Council identified funding needs over the next 20 years. A research project supported by the Council indicated voter approval of a dedicated sales tax increase, a general parcel tax, or neighborhood assessment district would be problematic. As a result, the Council is currently exploring creative options that do not involve taxes or general funds allocations. The following items are suggested possibilities for funding options for the urban forest.

   By themselves, none of these would yield $20 million annually, but taken together, we get quite close.

   A. Amend Section 143 of the Planning Code:
   For renovation projects involving more than $25,000, the property owner could be required to plant street trees. If there is an existing street tree or no room to plant one, or the Planning Department waives the requirement, the property owner could pay the "in lieu fee" (currently $560) to the Adopt-a-Tree Fund or provide 10 to 20 years of maintenance for a street tree. For Neighborhood Commercial Districts, the requirement can be to plant 24" box trees or larger instead of 15 gallon trees. The application of Section 143 could be broadened to other districts, such as industrial districts.

   The number of subject renovations can be estimated based on the number of projects that are permitted through the Department of Building Inspection each year, which historically figures between 2,500 and 3,500 renovations. This proposal could generate upwards of $1.4 million to $2 million per year.

   Increasing the tree requirements for Planned Unit Developments is another practical way to increase the quantity and quality of street trees. Add a requirement to plant both sides

of the street adjacent to a Planned Unit Development or pay an in lieu fee if it is not possible.

B. **Increase parking meter revenue, dedicating a portion to tree planting & maintenance.**
There are three potential ways of doing this: 1) activating select meters on Sundays, 2) increasing the overall number of meters in the City, and 3) charging more per metered stay. There is a very clear nexus between private automobiles and the air-cleaning capabilities of our City's trees ($1.3 million per year). A public education campaign could be launched called "Sunday for Trees."

C. **Establish a Capital Campaign to build an Urban Forest Endowment.**
Much like the successful capital campaigns behind the Conservatory of Flowers or the Crissy Field projects, we could consider launching a similarly ambitious capital campaign to create an endowment, the interest on which would provide a portion of our annual need.

D. **Establish environmental impact fees for large-scale developers.**
A progressive fee: the nexus exists between the ability of trees to mitigate the impact of increased automobile traffic on air quality, air pollution, impervious surface, and visual blight. The fee would not require a campaign or election cycle. This fee would mitigate traffic and air quality impacts by requiring the planting of trees, or alternatively to contribute to a fund for the planting of street trees. Again, the recent Urban Forest Council data demonstrates the quantitative link between air quality and trees.

E. **Establish a set-aside for Proposition K sales tax revenue for urban forestry.**

F. **Encourage private initiatives through assessment districts or other means, thus enabling communities to take greater responsibility in implementing tree plantings and reforestation efforts**

G. **Set aside funding for urban forestry from the General Fund.**

In addition to the specific funding sources noted above, a financially sustainable program must:

- Develop a consistent message about the urban forest and communicate it among city, state and federal leaders and agencies.
- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects.
- Develop programs for gifting by charitable foundations, groups and individuals.
- Aggressively pursue and secure funding from public and private sources for planting and maintenance.
- Establish stable funding for community stewardship programs like Friends of the Urban Forest, Neighborhood Parks Council, and more.

6. **The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.** Because the benefits of the urban forest are directly related to extent of tree canopy, an increased canopy would provide additional benefits to the City's residents and visitors. The Urban Forest Council Street Tree Action Plan is a blueprint to reach the following goals

a. One street tree for every 5 residents, raising the number of street trees from 106,000 to 155,000.
b. 15% canopy coverage, increasing the number of trees in the City from 668,000 to 835,000.

In terms of monitoring
c. Complete and periodically update a street tree inventory in a centralized database.
d. Update the UFORE study in five years.

7. **The City of San Francisco should update the list of recommended trees.** *Trees for San Francisco -- A guide to street-tree planting and care* was published in 1995 and needs to be revised. Friends or the Urban Forest and the Department of Public Works can lead the efforts to update the list of recommended trees. The list of recommended trees should reflect tree availability, horticultural advancements and the local character and identity of San Francisco. Furthermore, the list of planting situations needs to be expanded beyond street trees. A related idea is creating a list of "recommended plants" to place underneath trees. Likewise, a list of "plants to avoid" will prevent people from choosing undesirable or invasive vegetation that interferes with the health of the tree.

8. **Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.** The North Beach, Sunset, Merced, Potrero Hill, Bayview/Hunters Point, and Excelsior-Outer Mission districts have a lower number of street trees than other areas of the City. In order to rectify this situation:

   a. Direct the Department of Public Works to provide additional funding to the Friends of the Urban Forest to initiate planting projects in these neighborhoods.
   b. Engage the local community groups to support tree planting and aftercare.
   c. Direct City facilities to initiate tree planting efforts on City property.
   d. Incorporate tree planting into larger neighborhood improvement efforts.
   e. Facilitate programs to create miniparks and permeable landscaping where open space is limited (Plant*SF, Sidewalk Pocket Park Gardens, DPW Street Parks).

9. **The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.** Tree programs at schools provide shade, UV radiation protection, education and engagement.

   a. Assist Friends of the Urban Forest develop a tree outreach program to schools and school groups. Provide information for tree planting and maintenance.
   b. Support existing groups like the Green School Yard Alliance and Living Library that are developing gardens and trees on school property.
   c. Incorporate arboriculture, urban forestry and forest conservation into school curriculum activities.
   d. Secure funding and in-kind donations for tree planting and care in schools through government and private sources.
   e. Develop a recognition program to acknowledge tree planting and care at schools.
   f. Encourage tree care professionals, school families and neighbors to donate time, money and resources for school trees.

The Urban Forest Council urges the City of San Francisco to take immediate action on the nine steps listed above as there is no time to lose.

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, September 21, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:00 p.m. Present: Planning Committee Members Habert, Quirke, and Sacamano. Excused: Committee Member Costello; Absent: Committee Member Rodgers.

2. **ACTION**: Adoption of Minutes of the August 17, 2006 Regular Urban Forestry Council Planning Committee Meeting. Upon Motion by Member Quirke and second by Member Sacamano, the August 17, 2006 Meeting Minutes were approved with no objection. (Explanatory document: Approved Minutes of the August 17, 2006 Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=44980)

3. **DISCUSSION and POSSIBLE ACTION**: Landmark Tree Criteria. Committee Members discussed landmark tree criteria and voted to forward recommendations to the Urban Forestry Council. (Explanatory document: Landmark tree criteria http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/landmarktreecriteria.doc).

   Grace Ma, Urban Forestry Council Associate, reported that the first Landmark Tree meeting was held at the August full Council meeting and one of the issues discussed was whether hazardous trees should be considered as landmark trees. The criteria for evaluation that the Board approved specifies tree condition as follows: "consider overall tree health and structure and whether the tree poses a hazard."

Chair Sacamano stated that you cannot risk public safety to landmark a tree. In some cases hazardous trees can be abated so they are no longer hazardous trees. Member Habert recommended (1) separating the landmark consideration from the hazard consideration; (2) that hazard trees should not be exempt from landmark status; and (3) trees should be considered on a case-by-case basis. Member Quirke asked if other City Ordinances contained a component on hazard trees. Ms. Ma indicated that hazard trees were not explicitly mentioned in other City evaluation forms or ordinances but would do more research.

Chair Sacamano reported that if the tree is on private property or a street tree, it should be a Department of Public Works (DPW) staff person making the evaluation. If the tree is on Recreation and Park Property, Recreation and Park Department would provide their own hazard evaluation. The responsibility would be with the agency that is ultimately responsible for the tree.

A discussion was held on what process to take if the agency report were to be questioned. Members felt that an arborist report should not have final jurisdiction as any two arborists looking at a tree can give two different evaluations. Chair Sacamano suggested that Friends of the Urban Forest, a non-profit organization, could provide arborist reports if there were disagreement on the agency report. Concerns were raised with groups that may hire their own experts to produce predetermined outcomes. It was felt that a public agency or non-profit would be more subjective. It was determined that in case of disagreement, the public agency with the jurisdiction over the tree would make the final decision.

Member Quirke asked what steps DPW takes if it determines a tree to be a hazard. Chair Sacamano stated that if DPW determined that a tree poses an imminent threat to public safety, they would do try to abate the hazard by pruning or if required, post for emergency removal. If the tree were on private property, they would request that the property owner deal with it. If the property owner was not taking action to resolve the problem, then DPW may have to.

Member Quirke asked what other methods are taken for trees that do not pose an imminent threat. Chair Sacamano stated that if the tree was not an immediate imminent threat and if it were on private property, DPW would monitor the tree with inspections. It was suggested that the Hazard Tree Evaluation Manual and approach could be consulted. Chair Sacamano stated that if the property owner determined that a landmark or non-landmark tree were hazardous, they would have to apply for a permit to remove the tree. Attention and scrutiny would be higher for a landmark tree, but public safety would be most important.

Upon Motion by Member Quirke and second by Member Habert, with no objection the Committee unanimously approved the following recommendation: once a landmark tree nomination is received, the agency with jurisdiction over the tree should evaluate the tree and include the hazardous component as part of the analysis to the Landmark Tree Committee. The forum for disagreements would be the full Council, DPW Administrative hearings, or Department Commissions. (Absent: Members Costello and Rodgers)

4. **DISCUSSION and POSSIBLE ACTION**: Urban Forest Plan Implementation. Committee Members discussed action steps within the Urban Forest Plan and voted to forward recommendations to the Funding Committee. (Explanatory document: Urban Forest Plan http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.com).

   Council Associate Ma reported that the Funding Committee met and wanted to prioritize the Urban Forest Plan Action Items to look for additional funding. Member Quirke asked whom the funding would be allocated to. Ms. Ma indicated that it would depend what the action step was. Member Quirke asked if all of the funding would go to a City agency. Ms. Ma stated that it has not been decided.

   Chair Sacamano recommended that priority be given on maintenance of trees as there has been a lot of investment in tree establishment and care, but no investment in long term tree maintenance for all trees. Upon Motion by Chair Sacamano and second by Committee Member Habert, with no objection, the following Priority Action Items were selected to recommend to the Funding Committee. (Absent: Members Costello and Rodgers)

   Priority 1: Action Item 1. The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.

   Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.

   Priority 3: Action Item 6. The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.

   Priority 4: Action Item 2. The City of San Francisco should protect existing trees from and during development.

   Priority 5: Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.
   Priority 6: Action Item 3. The City of San Francisco should establish a goal of no net loss of trees on public and private property.

   Priority 7: Action Item 4. City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.

   Priority 8: Action Item 9. The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.

   Priority 9: Action Item 7. The City of San Francisco should update the list of recommended trees.

   Chair Sacamano recommended that each of these action items should be discussed and made into smaller elements to be prioritized as well.

5. **DISCUSSION**: New Business. Chair Sacamano discussed the Business Improvement District and the City contracting bid process for planting trees. It was stated that the $1 million to plant trees is part of the Mayor's Tree Planting Initiative and would be completed by Arbor Day 2007 (March). It was advised that DPW staff is now surveying, marking, and conducting an underground service alert to come out primarily in the avenues where the planting will be.

   Chair Sacamano stated that a planting was done in coordination with PG&E on Evans Street, where 110 trees were planted along with SF Green Connect. There is another SF Connect project on Sept. 30th at the Mission Playground. Member Quirke discussed Friends of the Urban Forest's work with SF Green Connect noting issues that are being worked out.

6. **FUTURE AGENDA ITEMS.** (1) Planning Department's work on the Urban Forest Plan and interaction with the Urban Forestry Council's work; (2) Better Streets Plan Update. Communication between Urban Forestry Council's Activities and the Community Advisory Committee on the Better Streets Plan. It was stated that five new members would be selected to serve on the Committee; (3) Update on the new Greening Director. Member Quirke recommended that a discussion be held either at the Planning Committee or the full Council on distribution of Urban Forestry Council work assignments.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT.** The meeting of the Urban Forestry Council adjourned at 5:20 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, September 21, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

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7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT.** The meeting of the Urban Forestry Council adjourned at 5:20 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted: October 19, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

Thursday, October 19, 2006 at 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke and AnMarie Rodgers

Urban Forestry Council Associate: Grace Ma

Council Secretary: Monica Fish

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Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of Minutes of the September 21, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the September 21, 2006 Regular Meeting)

3. **DISCUSSION and ACTION**: Urban Forest Plan Update. Coordination between Urban Forestry Plan and the City's Better Streets Plan.
   SPEAKER: Member Rodgers

4. **DISCUSSION and POSSIBLE ACTION:** Proposal to map and inventory all trees in San Francisco and provide access to this information on the web.
   SPEAKER: Chair Sacamano

5. **DISCUSSION**: New Business

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

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Grace Ma, Urban Forestry Council Associate
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Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: October 12, 2006

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Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, October 19, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:10 p.m. Present: Planning Committee Members Costello, Habert, Rodgers (4:18 p.m.), and Sacamano. Excused: Committee Member Quirke.

2. **ACTION**: Adoption of Minutes of the September 21, 2006 Regular Urban Forestry Council Planning Committee Meeting. Upon Motion by Member Sacamano and second by Member Habert, the September 21, 2006 Meeting Minutes were approved with no objection. (Absent: Member Quirke) (Explanatory document: Approved Minutes of the September 21, 2006 Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=47381).

Item 4 was heard before Item 3.

3. **DISCUSSION and ACTION**: Urban Forest Plan Update. Coordination between Urban Forestry Plan and the City's Better Streets Plan.

SPEAKER: Member Rodgers

Member Rodgers reported that the Planning Department has $200,000 in this fiscal year's budget to work on the Urban Forest Plan. Funds have to be obligated during this fiscal year or it may not be available after that time. It was stated that (1) a Request for Proposal may not be issued until March due to staffing constraints; (2) a team of consultants should be contracted by May; and (3) the scope, process, and development of the project are being worked on.

Member Rodgers reported that the Planning Department is engaged in a citywide Better Streets Program. The objective is to primarily focus on the design of the street, define the street right of way, if the street is being utilized in the best way, studying pedestrian space, and transit preferential streets. Components of the Better Streets Plan would include the landscaping and hydrology of the street, ideas for making streets greener, and installing more pervious surfaces and other things that may benefit the Urban Forest Plan. The Better Streets Plan is scheduled for completion before the Urban Forest Plan. It is hoped that the Better Streets process and workshops will help with outreach and information gathering for the Urban Forest Plan.

The Committee held a discussion on the role of the Urban Forestry Council in this effort. It was recommended that public hearings be held at the Urban Forest Council with specialists and other City agencies to provide direction on the scope of work. Member Rodgers suggested that the Council could be the public venue and advisory council providing recommendations to the Planning Department with the final arbitrator being the Board of Supervisors. Chair Sacamano recommended that the Council work on asking stakeholders to participate in this effort. Member Rodgers encouraged Committee Members to talk to other agencies and universities to capture their ideas on consultant teams or other specialists that they would recommend as part of the consultant team.

Member Costello recommended segmenting a portion of the $200,000 to reference and integrate elements of other City plans. Member Rodgers stated that other City departments would be surveyed as to what their existing practices and policies are. Chair Sacamano recommended that the name of the Plan be something other than the Urban Forest Plan and include a broader scope.

Member Habert commended the Planning Department for looking at the City in a systematic way.

The Committee held a discussion on whether the Council had determined a definition of the urban forest.

Public Comment: Mr. Jake Sigg read the definition of the urban forest that the Council had approved as described in the Urban Forest Plan prepared by Mr. Jim Clark. It was recommended that the Plan be separated into areas that include street trees, developing parks and horticultural areas, include native forests and their ecological considerations, tree maintenance, support of wildlife corridors, selecting appropriate species for planting, and preservation of Recreation and Park Department trees that may be historic and uncommon. Mr. Sigg stated that (1) no net loss of trees could be troublesome because areas such as Mt. Davidson may benefit from fewer trees, and (2) consultants with expertise in wildlife be hired.

Public Comment: Council Chair Milne stated that Recreation and Park Department gives little credence in neighborhood parks to historic plantings in their effort to create playground areas.

Public Comment: Mr. Peter Brastow, Nature in the City and PROSAC appointee, stated his support of the discussion on the definition of the urban forest and encouraged the discussion to continue around what the Plan should be. It was recommended that other

public venues be used as forums for discussion, e.g. the Park and Recreation Open Space Advisory Council. Mr. Brastow spoke in support of broadening the scope of the Plan and to bring in consultants to address a wide array of areas, e.g. landscape architects, arborists, policy makers, etc. It was suggested that the Plan be talked about scientifically and references provided. Mr. Brastow discussed various plans such as The Natural Areas Plan that are specific to one area and recommended the need for more totality, such as the inclusion of urban eco-systems and the City's ecological history. It was also suggested that the Presidio Plan be used as a reference guide and explained that the Plan is segmented into three zones, e.g. Design and Landscape, Historic Forest, and Native Plant Community Zones. A discussion was held on the Presidio's historic forest and the basis for determining whether plantings are historic.

Public Comment: Ms. Bonnie Ora Sherk recommended looking at the watersheds throughout the City as a way to get into wildlife and natural systems corridors. Member Rodgers stated that she would be consulting with the San Francisco Public Utilities Commission staff on their plan to look at watershed management. Ms. Ora Sherk discussed the Living Library that looks at biological, cultural, and technological systems and studies the interconnection between what people made and other parts of nature.

Public Comment: Council Chair Milne advised that a permit was issued to install a permeable sidewalk on Stanyan Street.

Chair Sacamano discussed staffing advising that the intent is that the Department of Public Works and the Planning Departments have a strong greening staff member, and that interviews are going on to hire a Mayoral Greening Director.

Member Rodgers stated that a Draft Work-scope would be presented to the Planning Committee and then the Council in the near future.

4. **DISCUSSION and POSSIBLE ACTION:** Proposal to map and inventory all trees in San Francisco and provide access to this information on the web.

SPEAKER: Chair Sacamano

Chair Sacamano reported on latest developments to map and inventory all trees in San Francisco and provide access on the web. Main points discussed included:

- The Department of Public Works' (DPW) Bureau of Engineering IT staff member, Mr. Greg Braswell, has been working on mapping DPW's and Friends of the Urban Forest's tree inventory.

- Meetings have been held with Friends of the Urban Forest staff, Bureau of Urban Forestry staff, Mr. Braswell, and Autodesk representatives to discuss a proposal. DPW's and FUF's databases would be loaded onto the web-based application in order to create a map and inventory of trees with the functionality to run queries. Uses for the application would include directing DPW's tree crews to the right tree location and to provide education and outreach. Autodesk would be providing software and tech support at no cost.

- Short-term objective is a web-based application that would be available for public review with no editing capabilities. DPW and FUF would have access to their own data. Future objective would be to link to a large-scale inventory of trees.

- Announcement may be made at Arbor Day.

Chair Sacamano recommended that Mr. Braswell present to the full Council in the next few months.

Public Comment: Mr. Peter Brastow spoke in support of an online application. It was stated that the project would be more challenging at the next phase of doing a full inventory of trees.

5. **DISCUSSION**: New Business

Grace Ma, Urban Forestry Council Associate stated that one official landmark tree nomination was received for 455 Chenery Street. Supervisor Dufty nominated a coast live oak tree at 4124 - 23rd Street. Supervisor McGoldrick is planning to nominate a palm tree on 619 – 19th Avenue. Member Rodgers asked how the Planning Department would find out about landmark tree nominations if Ms. Ma were out of the office. Ms. Ma advised that the Council Secretary would forward information to the Planning Department in her absence. Member Rodgers indicated that she would forward a list of Planning Department staff that should receive copies of nomination requests.

Public Comment: Mr. Sigg stated that he was interested in contacting Michael Sullivan to work with him on creating an informal list of unusual significant trees. Council Chair Milne recommended that Mr. Sigg contact Mr. Sullivan and request that the list be included as part of Mr. Sullivan's website.

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6. **FUTURE AGENDA ITEMS:** Street Tree List for November Meeting: Member Costello reported that he had met with Ellen Shea, Friends of the Urban Forest and Carla Short, DPW on the street tree list in order to decide on experimental species to consider for street tree planting. It was stated that locations that have experimental species are being identified to see how the trees are performing.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:30 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

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Adopted:

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GAVIN NEWSOM
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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, October 19, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
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Respectfully submitted by,

Monica Fish, Council Secretary

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Adopted: November 16, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

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11/16/06

Thursday, November 16, 2006 at 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

11-13-06P02:11 RCVD

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Urban Forestry Council Associate: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the October 19, 2006 Regular Urban Forestry Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the October 19, 2006 Regular Meeting)
3. **DISCUSSION and POSSIBLE ACTION:** Street Trees. Committee members will review an updated list of street tree species for San Francisco. This list includes species that can be used in many locations throughout the city, species that can be used in only a limited number of locations, and species that show promise but haven't been tested extensively in SF.
4. **DISCUSSION**: New Business
5. **FUTURE AGENDA ITEMS**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

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7. **ADJOURNMENT**

Public Comment

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Posted: 11/13/06

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DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
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REGULAR MEETING

DRAFT MINUTES

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Thursday, November 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:40 p.m. Present: Planning Committee Members Costello, Habert, and Sacamano. Excused: Committee Members Rodgers and Quirke.

2. **ACTION**: Adoption of minutes of the October 19, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the October 19, 2006 Planning and Policy Committee Meeting Minutes were approved with no objection (Absent: Members Quirke and Rodgers) (Explanatory document: (HTML) Approved Minutes of the October 19, 2006 Planning and Policy Committee Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=48446).

3. **DISCUSSION AND POSSIBLE ACTION**: Street Trees. Committee members reviewed an updated list of street tree species for San Francisco. This list includes species that can be used in many locations throughout the city, species that can be used in only a limited number of locations, and species that show promise but haven't been tested extensively in SF. (Explanatory Document: Street Tree Species List: http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2006/SFStreetTreeSpecieslist06rev(1).doc)

Chair Sacamano explained that the purpose of developing the Street Tree Species List is for the Department of Public Works (DPW) and the Friends of the Urban Forest (FUF) to agree on a consistent street tree list and to serve as a public outreach and education tool for planting street trees in San Francisco. It was stated that every street tree planted in San Francisco requires a permit through DPW and would be planted in consultation with either DPW or FUF. The list would specify tree species that perform well in many locations in San Francisco, perform well in certain locations with considerations, and species that need further evaluation.

Ms. Ellyn Shea, FUF, discussed the GIS database-mapping project that is currently being worked on with AutoDesk. It was stated that List C as referenced would be included on FUF's website and would contain a combination of references and photos.

Member Habert recommended that the property owner be given the opportunity to make the final decision on what to plant. Ms. Shea advised that FUF allows the property owner to make a decision but provides guidance.

Ms. Carla Short, DPW stated that if a property owner wanted to plant a particular species, a disclaimer would be included on the permit. Chair Sacamano discussed flagging trees from the C list in order to advise the property owner that the species needs evaluation.

Public Comment: Urban Forestry Council Member Carolyn Blair requested additional information on the mapping database. Chair Sacamano recommended that Ms. Blair contact Ms. Amber Bieg of FUF. Ms. Blair inquired as to whether Chair Sacamano indicated that one of the most populated trees is a "Corymbia ficifolia." Chair Sacamano stated that particular tree was a special condition tree. Ms. Blair asked if it was possible for a tree to be planted if it were not on the recommended list. Chair Sacamano advised that DPW would have to be consulted. Ms. Blair recommended that List D or a list of problem trees be handed out to the public also. Chair Sacamano referred Ms. Blair to FUF for additional information. A discussion held on the positive aspects of giving advice on trees to plant as it could deter future problems.

Committee Members agreed that Phase 1 of the project was to agree on the list and had been completed. Phase 2 would be the educational aspect and would include additional information such as characteristics, e.g. size and form. Member Costello stated that comments could be worked on along the way, and that DPW and FUF could include their observations in the comments section.

Upon Motion by Member Costello and second by Member Habert the Street Tree Species List was recommended to forward to the Urban Forestry Council with amendments that include:

List A: Amend Title to: Species that Perform Well in Many Locations in San Francisco.

List B

- Amend Title to: Species that Perform Well in Certain Locations with Consideration as Noted.
- Delete Ligustrum lucidum from List B.
- Include pest problems and thorns with "Crataegus phaenopyrum".

List C

- Amend Title to: Species that Need Further Evaluation.
- Delete "Pittosporum tenuifolium" and replace with "Pittosporum eugenioides."
- Add "Schinus molle."

List D

- Chair Sacamano advised that a List D would be used as an internal reference to list species that were considered, not recommended, and reasons why they were not added to Lists A – C.

Overall Comments: Chair Sacamano requested that the list be put in table or spreadsheet form with the first two columns being Genus and Species; the third column: Cultivar/Recommended Varieties; fourth column: Common Name, fifth column: Comments, sixth column: When Reviewed.

Ms. Shea agreed to put the list in an Excel Sheet as requested and forward to the Council Secretary for the Urban Forestry Council's December 8 meeting. Members agreed to an ongoing and annual review of the list that would be proposed through the Planning and Policy Committee Meeting and then sent to the full Council with recommendation for their approval.

4. **DISCUSSION**: New Business. There was no new business heard at this time.

5. **FUTURE AGENDA ITEMS.** Member Habert recommended that Redevelopment Agency staff give an informational report on the Transbay Streetscape Plan at the Urban Forestry Council. Chair Sacamano requested that the Urban Forest Plan Action List for the purpose of identifying next steps be heard at the next Planning Committee meeting. A request was made to provide an explanatory document of the priority steps identified at the September Planning Committee meeting.

6. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

7. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:30 p.m.

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Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, November 16, 2006, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:40 p.m. Present: Planning Committee Members Costello, Habert, and Sacamano. Excused: Committee Members Rodgers and Quirke.

2. **ACTION**: Adoption of minutes of the October 19, 2006 Urban Forestry Council Planning and Policy Committee Regular Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the October 19, 2006 Planning and Policy Committee Meeting Minutes were approved with no objection (Absent: Members Quirke and Rodgers) (Explanatory document: (HTML) Approved Minutes of the October 19, 2006 Planning and Policy Committee Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=48446).

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6. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

7. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:30 p.m.

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Adopted: January 18, 2007

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

NOTICE OF CANCELLATION

The **Thursday December 21, 2006 at 4:00 p.m.** regularly scheduled meeting of the Urban Forestry Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on **Thursday, January 18, 2007 at 4:00 p.m.** The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Urban Forestry Specialist at (415) 355-3731 or the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234 for more meeting information. Thank you.

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cancelled

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
David Habert
Kelly Quirke
AnMarie Rodgers

Grace Ma
Urban Forestry Specialist

Monica Fish
Urban Forestry Council Secretary

Posted: December 13, 2006

Disability Access

The Planning and Policy Committee meetings will be held at the Department of the Environment located at 11 Grove Street San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, 2nd Floor, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

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JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

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Thursday, January 18, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Urban Forestry Specialist: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the November 16, 2006 Urban Forestry Council Planning Committee Regular Meeting. (Explanatory document: Draft Minutes of the November 16, 2006 Regular Meeting.)
3. **DISCUSSION:** Urban Forest Plan Priority Steps. Committee members will review the list of prioritized action steps within the Urban Forest Plan and identify tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Document: Planning Committee's List of Prioritized Action Steps).
4. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report.
5. **DISCUSSION**: New Business

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6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

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more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Grace Ma, Urban Forestry Specialist
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: January 11, 2007

URBAN FOREST PLAN
PRIORITY ACTION STEPS

Priority 1: Action Item 1. The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.

Priority 3: Action Item 6. The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.

Priority 4: Action Item 2. The City of San Francisco should protect existing trees from and during development.

Priority 5: Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.

Priority 6: Action Item 3. The City of San Francisco should establish a goal of no net loss of trees on public and private property.

Priority 7: Action Item 4. City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.

Priority 8: Action Item 9. The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.

Priority 9: Action Item 7. The City of San Francisco should update the list of recommended trees.

SF Environment
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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, January 18, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL.** The Urban Forestry Council Planning and Policy Committee Meeting was called to order at 4:15 p.m. Present: Chair Sacamano, Members Habert and Quirke.

2. **ACTION**: Adoption of minutes of the November 16, 2006 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the November 16, 2006 Meeting Minutes were approved with no objection. (Explanatory document: Approved Minutes of the November 16, 2006 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=50452.)

3. **DISCUSSION:** Urban Forest Plan Priority Steps. Committee members reviewed the list of prioritized action steps within the Urban Forest Plan and identified tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Document: Planning Committee's List of Prioritized Action Steps http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc).

   Chair Sacamano stated that the purpose of this item is to discuss the priority steps that the Funding and the Planning and Policy Committees should act on as next steps for implementation of the Urban Forest Plan. Ms. Grace Ma, Urban Forestry

Specialist suggested that a discussion be held on what money the Funding Committee should be pursuing if any for projects.

Chair Sacamano questioned the roles of the two Committees in this effort, e.g., which Committee should estimate how much money is needed for a project? Should the two Committees work together on the effort? What are the Funding Committee's expectations from the Policy Committee in order to move forward? Urban Forestry Specialist Ma explained that the Funding Committee would like a general idea of what projects the Council would like to focus on and how they fall into the Urban Forest Plan priorities.

The Committee discussed the valley oak tree on 25th Street that was proposed for landmark tree designation and chopped down by the owner after the 180-day protection expired. Chair Sacamano discussed the importance of reviewing the Landmark Tree Ordinance to determine more effective processes for landmarking and protecting trees. It was recommended that an effort be made to work with Supervisor McGoldrick, the sponsor of the legislation, to initiate possible amendments through the City Attorney's Office.

Chair Sacamano advised that Department Head nominations do not receive the 180-day protection that a Board of Supervisors nomination receives unless the Department Head declares an emergency. It was recommended that the Public Works Code be changed so the 180-day protection is uniform for both Department Head and Board of Supervisors nominations.

The Committee discussed possible revisions to the previously recommended priority action steps (see explanatory document above) and made recommendations that include:

Priority 1. Action Item to be Added. To reevaluate the Landmark Tree Ordinance and make any necessary revisions. A discussion was held on the idea that Planning Committee members would collaborate with Supervisor McGoldrick and the City Attorney's Office to determine revisions to the Ordinance. Chair Sacamano stated that he would consult with the Urban Forestry Council Chair about this effort.

Priority 9, Action Item 7. The City of San Francisco should update the list of recommended trees. The Urban Forestry Council had adopted a Street Tree List at their December meeting. Committee Members recommended as Phase 2 of this effort to add, expand, provide more information, e.g. cultural requirements, and prepare an educational publication. Chair Sacamano advised that this effort could be a Funding Committee effort to find a source of funding to produce outreach material and to develop the Street Tree List into a reference document for the public.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships. Chair Sacamano advised that the Transportation Authority had previously agreed to sponsor and hold a series of workshops with stakeholders to identify a long-term funding plan. It was recommended that Supervisor Dufty be contacted to direct the Transportation Authority to work with the Urban Forestry Council on this effort (Chair Sacamano and Member Quirke would represent their respective organizations in making this request).

Chair Sacamano recommended that the Funding Committee review citywide funding strategies for planting and maintenance, e.g., Prop K, possible parcel tax, creating a tree planting/maintenance and lighting district, and any other proposals. Member Quirke suggested a community benefit district in favor of a parcel tax because it is aimed more towards businesses instead of private property owners.

Priority 1: Action Item 1: The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care. Urban Forestry Specialist Ma stated that the Council had started on this priority by creating the pruning standards and a public outreach brochure for tree maintenance. Member Quirke recommended a Planning Committee effort to determine the usefulness of the standards, its accessibility to the public, and to fill in the gaps. The Planning and Policy Committee would discuss this Action Item at a future meeting.

Priority 5. Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility. Member Habert stated that this effort requires identifying the responsible Department and to replace the term "should" with the term "will" to make it a stronger statement.

Member Quirke recommended that the entire list of Priority Action Steps be discussed to determine implementation criteria.

Urban Forestry Specialist Ma suggested holding a discussion on how to incorporate the Urban Forest Plan into the Better Streets Plan.

Public Comment: Ms. Bonnie Ora Sherk stated that she had previously discussed the idea of offering incentives to property owners in order to avoid situations such as the one on 25th Street. Ms. Sherk stressed the importance of educating the public that trees do add real estate value and suggested incorporating trees as part of the structural element. It was recommended that the Urban Forestry Council discuss possible amendments before a discussion is held with a Supervisor. Ms. Sherk also discussed the lack of trees in Pacific Heights, one of San Francisco's wealthiest neighborhoods.

This item was continued to the next Planning and Policy Committee meeting as an Action item in order to revise the list of Priority Action Steps.

4. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report. This item was continued to the February 15, 2007 meeting.

5. **DISCUSSION**: New Business. This item was not discussed at this time.

6. **FUTURE AGENDA ITEMS.** This item was not discussed at this time.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. Ms. Bonnie Ora Sherk expressed her interest in being appointed to the Planning Committee. Ms. Fish, Council Secretary advised that the Committee has a full membership of five at this time. Chair Sacamano recommended that Ms. Sherk discuss her interest with the Council Chair.

8. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:17 p.m.

The next Planning and Policy Committee meeting will be held on Thursday, February 15, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

Adopted:

SF Environment
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, January 18, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL.** The Urban Forestry Council Planning and Policy Committee Meeting was called to order at 4:15 p.m. Present: Chair Sacamano, Members Habert and Quirke.

2. **ACTION**: Adoption of minutes of the November 16, 2006 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the November 16, 2006 Meeting Minutes were approved with no objection. (Explanatory document: Approved Minutes of the November 16, 2006 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=50452.)

3. **DISCUSSION:** Urban Forest Plan Priority Steps. Committee members reviewed the list of prioritized action steps within the Urban Forest Plan and identified tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Document: Planning Committee's List of Prioritized Action Steps http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc).

   Chair Sacamano stated that the purpose of this item is to discuss the priority steps that the Funding and the Planning and Policy Committees should act on as next steps for implementation of the Urban Forest Plan. Ms. Grace Ma, Urban Forestry Specialist suggested that a discussion be held on what money the Funding

Committee should be pursuing if any for projects.

Chair Sacamano questioned the roles of the two Committees in this effort, e.g., which Committee should estimate how much money is needed for a project? Should the two Committees work together on the effort? What are the Funding Committee's expectations from the Policy Committee in order to move forward? Urban Forestry Specialist Ma explained that the Funding Committee would like a general idea of what projects the Council would like to focus on and how they fall into the Urban Forest Plan priorities.

The Committee discussed the valley oak tree on 25th Street that was proposed for landmark tree designation and chopped down by the owner after the 180-day protection expired. Chair Sacamano discussed the importance of reviewing the Landmark Tree Ordinance to determine more effective processes for landmarking and protecting trees. It was recommended that an effort be made to work with Supervisor McGoldrick, the sponsor of the legislation, to initiate possible amendments through the City Attorney's Office.

Chair Sacamano advised that Department Head nominations do not receive the 180-day protection that a Board of Supervisors nomination receives unless the Department Head declares an emergency. It was recommended that the Public Works Code be changed so the 180-day protection is uniform for both Department Head and Board of Supervisors nominations.

The Committee discussed possible revisions to the previously recommended priority action steps (see explanatory document above) and made recommendations that include:

Priority 1. Action Item to be Added. To reevaluate the Landmark Tree Ordinance and make any necessary revisions. A discussion was held on the idea that Planning Committee members would collaborate with Supervisor McGoldrick and the City Attorney's Office to determine revisions to the Ordinance. Chair Sacamano stated that he would consult with the Urban Forestry Council Chair about this effort.

Priority 9, Action Item 7. The City of San Francisco should update the list of recommended trees. The Urban Forestry Council had adopted a Street Tree List at their December meeting. Committee Members recommended as Phase 2 of this effort to add, expand, provide more information, e.g. cultural requirements, and prepare an educational publication. Chair Sacamano advised that this effort could be a Funding Committee effort to find a source of funding to produce outreach material and to develop the Street Tree List into a reference document for the public.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure

funding for tree planting and maintenance from public and private sources including partnerships. Chair Sacamano advised that the Transportation Authority had previously agreed to sponsor and hold a series of workshops with stakeholders to identify a long-term funding plan. It was recommended that Supervisor Dufty be contacted to direct the Transportation Authority to work with the Urban Forestry Council on this effort (Chair Sacamano and Member Quirke would represent their respective organizations in making this request).

Chair Sacamano recommended that the Funding Committee review citywide funding strategies for planting and maintenance, e.g., Prop K, possible parcel tax, creating a tree planting/maintenance and lighting district, and any other proposals. Member Quirke suggested a community benefit district in favor of a parcel tax because it is aimed more towards businesses instead of private property owners.

Priority 1: Action Item 1: The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care. Urban Forestry Specialist Ma stated that the Council had started on this priority by creating the pruning standards and a public outreach brochure for tree maintenance. Member Quirke recommended a Planning Committee effort to determine the usefulness of the standards, its accessibility to the public, and to fill in the gaps. The Planning and Policy Committee would discuss this Action Item at a future meeting.

Priority 5. Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility. Member Habert stated that this effort requires identifying the responsible Department and to replace the term "should" with the term "will" to make it a stronger statement.

Member Quirke recommended that the entire list of Priority Action Steps be discussed to determine implementation criteria.

Urban Forestry Specialist Ma suggested holding a discussion on how to incorporate the Urban Forest Plan into the Better Streets Plan.

Public Comment: Ms. Bonnie Ora Sherk stated that she had previously discussed the idea of offering incentives to property owners in order to avoid situations such as the one on 25th Street. Ms. Sherk stressed the importance of educating the public that trees do add real estate value and suggested incorporating trees as part of the structural element. It was recommended that the Urban Forestry Council discuss possible amendments before a discussion is held with a Supervisor. Ms. Sherk also discussed the lack of trees in Pacific Heights, one of San Francisco's wealthiest neighborhoods.

This item was continued to the next Planning and Policy Committee meeting as an Action item in order to revise the list of Priority Action Steps.

4. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report. This item was continued to the February 15, 2007 meeting.

5. **DISCUSSION**: New Business. This item was not discussed at this time.

6. **FUTURE AGENDA ITEMS.** This item was not discussed at this time.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. Ms. Bonnie Ora Sherk expressed her interest in being appointed to the Planning Committee. Ms. Fish, Council Secretary advised that the Committee has a full membership of five at this time. Chair Sacamano recommended that Ms. Sherk discuss her interest with the Council Chair.

8. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:17 p.m.

The next Planning and Policy Committee meeting will be held on Thursday, February 15, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

Adopted: February 15, 2007

SF Environment

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

*Rescheduled Meeting Notice and Agenda

Thursday, February 22, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room 02-12-07A11:13 RCVD

***The February 15, 2007, 4:00 p.m. meeting has been rescheduled to the February 22, 2007, 4:00 p.m. meeting.**

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Urban Forestry Specialist: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the January 18, 2007 Urban Forestry Council Planning Committee Regular Meeting. (Explanatory document: Draft Minutes of the January 18, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=54098.)

3. **DISCUSSION and ACTION:** Urban Forest Plan Priority Steps. Committee members will review the list of prioritized action steps within the Urban Forest Plan and identify tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Documents: Planning Committee's List of Prioritized Action Steps (Word) http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc and

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Discussion from January 18, 2007 Meeting Minutes). (Continued from the January 18, 2007 Meeting.)

4. **DISCUSSION and POSSIBLE ACTION:** Landmark Tree Ordinance Amendments. The Planning Committee will discuss and possibly vote on amendments to the Landmark Tree Ordinance to recommend to the Council. (Explanatory Document: Landmark Tree Ordinance (PDF) http://www.sfgov.org/site/uploadedfiles/bdsupvrs/ordinances06/o0017-06.pdf).

5. **DISCUSSION:** Landmark Tree Incentives Report. The Office of the Legislative Analyst produced a report on incentives to encourage nomination and designation of landmark trees. (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf

6. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report (Continued from the January 18, 2007 Meeting).

7. **DISCUSSION**: New Business

8. **FUTURE AGENDA ITEMS**

9. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

10. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For

information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Grace Ma, Urban Forestry Specialist
TEL: (415) 355-3731

Monica Fish, Council Secretary

TEL: (415) 355-3709

Posted: February 8, 2007

URBAN FOREST PLAN
PRIORITY ACTION STEPS

Priority 1: Action Item 1. The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.

Priority 3: Action Item 6. The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.

Priority 4: Action Item 2. The City of San Francisco should protect existing trees from and during development.

Priority 5: Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.

Priority 6: Action Item 3. The City of San Francisco should establish a goal of no net loss of trees on public and private property.

Priority 7: Action Item 4. City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.

Priority 8: Action Item 9. The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.

Priority 9: Action Item 7. The City of San Francisco should update the list of recommended trees.

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

OFFICE OF THE LEGISLATIVE ANALYST

LEGISLATIVE ANALYST REPORT

From: Andrew Murray, Office of the Legislative Analyst
Date: October 5, 2005
Re: **Financial Incentives for Maintaining Landmark Trees** (OLA No. 059-05)

SUMMARY OF REQUESTED ACTION

Report on all possible financial incentives - including but not limited to tax credits, rebates, and subsidized tree care - for residents on whose property landmark trees are maintained.

EXECUTIVE SUMMARY

Urban trees provide numerous benefits to communities. Some cities have recognized specific trees as particularly meritorious and granted them special protections. The Board of Supervisors is considering two pieces of legislation that would designate some trees as landmarks and offer them protections, even if they are located on private property. Both pieces of legislation would make it illegal for any person to injure or destroy a landmark tree.

The presence of a landmark tree can create a financial burden for a property owner, particularly if the tree's protection limits site development options. In addition, many landmark trees will be large and, if unhealthy, capable of collapsing and damaging property or injuring people. Therefore, property owners will also be responsible for properly maintaining the trees, which can be expensive. To gain the enthusiastic participation of property owners in the landmark tree program the City could provide support to offset some of the burden of maintaining these trees. A number of options, ranging from property tax exemptions to subsidized tree care, are discussed below.

BACKGROUND

Urban trees provide economic, environmental, and social benefits to communities. Because the benefits extend beyond the property on which the trees are situated, local government agencies have acted to grow and safeguard this resource. The Board of Supervisors is currently considering two pieces of legislation addressing tree protection[1]. Both pieces would make it illegal for any person to injure (including through negligence) or destroy any street tree or any tree recognized as a landmark, except if granted a permit to remove the tree by the Department of Public Works. Depending on how lenient the granting of such permits is, the presence of a landmark tree could significantly restrict the freedom of a property owner to develop their site, and thereby reduce the value of the property. In addition, to limit

[1] Board of Supervisors file numbers 051458 and 050689.

liability relating to the collapse of a large tree and to avoid claims of negligence in caring for the tree, property owners will likely be obligated to engage in regular maintenance, which can be expensive[2].

The City should cultivate the participation of private property owners in a landmark tree program, potentially through mechanisms such as public education on the benefits of landmark and urban trees, technical assistance on proper tree care, and programs that publicly recognize significant and well-maintained trees and their owners. Many cities have created such programs in connection with their tree ordinances. In addition, nonprofit organizations based in cities throughout the country also provide financial and technical assistance to residents that want to plant or maintain urban trees. San Francisco's Friends of the Urban Forest, for example, helps residents plant street trees by obtaining the necessary permits, providing the supplies, selecting and purchasing the trees, and overseeing actual planting. It also educates residents about tree care through online information, pruning workshops, and other vehicles. Some nonprofit organizations, including California ReLeaf, provide grants to community based organizations to plant trees in publicly accessible areas.

In addition, the City should consider providing financial support to offset some of the burden of maintaining protected trees. The City has few financial incentive programs from which to borrow lessons. Two programs that do provide financial incentives or support to promote desired behavior or offset the burden of regulatory requirements are the residential recycling program and the graffiti abatement program. The recycling program allows residents to reduce their refuse rates by diverting for free an unlimited amount of material for recycling, and under the abatement program the City provides free paint to residents and business owners that are required to remove graffiti from their property.

FINANCIAL INCENTIVES/COMPENSATION

There are a number of threats to the success of the landmark tree program[3]. Many are addressed by the permitting process and the deterrent of the enforcement provisions in the proposed legislation. Positive financial incentives could also play a role. A well-designed incentive or compensation program directly rewards people for performing the desired activity or compensates them for a discrete burden. In addition, it minimizes the ability of nefarious actors to game or defraud the system.

Examples from Other Jurisdictions

Most California cities have adopted ordinances to manage trees on public property or right-of-ways. However, few cities have programs addressing the management of trees on private property, or offering financial support for the maintenance of these trees. The Office of the Legislative Analyst (OLA) was not able to uncover any cases in which cities compensated property owners for development restrictions due to landmark tree programs. The OLA identified two rare cases, described below, in which cities subsidized maintenance activities.

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[2] Annual maintenance costs vary depending on the intensity of care and the tree species and maturity.

[3] There are four main threats to the success of the landmark tree program. Property owners might not comply with prohibitions on injuring or destroying trees; they might resist designation of their landmark trees; the process of permitting the removal of the trees might be too lenient; and property owners might not sufficiently maintain the trees.

City of Santa Cruz

The City of Santa Cruz operates a heritage tree grant program through which it pays 50% of the cost of maintenance (primarily pruning and disease control) of significant trees located on private property. A number of residents have made use of the program, which requires that the property owner solicit bids from three qualified tree care firms to perform the work. The program, which was funded by a special appropriation from the city council in the amount of $50,000 per year, has been temporarily suspended due to recent budget constraints, but is expected to resume in the future.

City of Visalia

A City of Visalia ordinance requires that residents hire tree care professionals to trim their oak trees. To compensate for this burden, the City operates a program through which it contracts directly with a qualified tree care firm and pays the full cost of maintenance activities for oak trees on the property of low-income homeowners. The budget of this program is modest, approximately $5,000 annually, which is derived from fines and penalties assessed for violations of the tree ordinance.

Possible Incentives

Because the definition of a landmark tree has not yet been established, it is unclear how many such trees there are in the City, and therefore hard to project the costs associated with the financial incentives described below. By definition, landmark trees are supposed to be unusual, so it is reasonable to assume that the number will be modest. Paul Sacamano of the Department of Public Works, which is responsible for maintaining many of the City's street trees, estimates that there might be as many as 1,000 landmark trees on private property throughout the City. If the program is successful in promoting the longevity of these trees, it is reasonable to expect that the number will grow over time.

If the City desires to provide financial support, it should explore revenue sources beyond the General Fund. Unfortunately, most federal and state support for tree planting is designated specifically for trees on public lands, and therefore would not likely be available to assist private property owners. The City or a nonprofit could establish a donor fund to collect revenues specifically to offset costs of maintaining landmark trees for private property owners. A species-specific advocacy organization might also be willing to provide funding to support tree maintenance. One incentive described below would require the establishment of a new property tax assessment to provide financial support to the urban forest. As in the case of Visalia, the City could limit its financial support through any of the mechanisms described below by making them need based.

Subsidize Maintenance

As illustrated in the cases of Santa Cruz and Visalia, cities can subsidize tree maintenance. Not only would this reduce the cost born by the tree owner, but ensuring proper care would also result in increased tree life, a community benefit. In both cases described above, private companies provide the tree care services. An alternative is to instead direct the same monetary resources to augment the

capacity of city crews that already care for street or park trees such that they could maintain trees on private property. Because this approach might create a potentially significant liability for the City and crowd out maintenance of trees on public property, it would have to be carefully examined. Short of actually paying for tree maintenance, the City might be able to help secure lower cost services from private tree care firms on behalf of landmark tree owners if it represented all owners in negotiating group rates. The City could also try to secure reduced rate services on behalf of landmark tree owners by designating a small number of tree care firms as the City's "preferred providers", which would presumably have spillover benefits for the firm beyond business in landmark trees.

Rebate Property Tax

Depending on how difficult it is to secure a permit to remove a landmark tree for site redevelopment, the presence of a landmark tree could substantially reduce a property owner's site use options, and therefore the value of the site. An annual reduction in property taxes is a mechanism through which the City could compensate property owners for this loss, although it is unclear what amount of rebate would be appropriate. One shortcoming of this approach is that if eligibility for the rebate were granted based simply on the presence of a landmark tree, it would provide compensation to people who have no ambition of redeveloping their lot, and therefore might be an inefficient use of resources. An alternative to a substantial rebate meant to partially offset the reduction in property value due to limited development options is a small but meaningful rebate intended primarily to build goodwill with program participants. This might be more appropriately implemented, however, through the department overseeing the landmark tree registration, rather than the assessor or treasurer/tax collector.

Assess New Tax for Landmark Trees

In its April 1, 2005 Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, the Urban Forest Council proposed a new property tax assessment for the urban forest. Property owners would be exempted from the tax to the extent that they have significant trees on their property. This is similar in many regards to the property tax exemption, except that as a new tax it would generate new revenue, opposed to the rebate, which would reduce current revenue.

Subsidize Maintenance Supplies

Beyond maintenance by tree service professionals, homeowners can take many steps to promote the health of their landmark trees. The City could provide subsidized water and fertilizer to landmark tree owners. Regarding fertilizer, if that provided by the City were nontoxic, encouraging its use by residents would have the added benefit or reducing stormwater pollution loading. Bulk purchasing by the City could allow it to provide residents with supplies at a lower cost to the City than if it were to simply reimburse residents for purchases of supplies from normal retail outlets, assuming the cost of storing the material was not too high. Providing water bill credits would require inspection and monitoring, which might be costly.

Eliminate Fees for Permitted Removal

One potential cost of having a landmark tree is that of undertaking its removal. The pending pieces of legislation authorize the removal permit to have conditions that could include fees for the replacement value of the tree, administrative costs, and a contribution to the Adopt-A-Tree Fund. If the approval process is well tuned to appropriately allow and disallow landmark tree removals, the fees associated with removal might be of limited value as a deterrent and an undue financial burden. Fines associated with violating the provisions of the proposed legislation should not be reduced if already appropriately set, of course.

Exempt Property Owners from other Requirements

One means of remunerating property owners for reduced flexibility in site development is to provide compensating flexibility regarding other site development restrictions, such as setbacks, etc. However, policies that provide indirect compensation such as this are prone to distortions that might lead to unintended negative consequences that exceed the initial benefit the program was intended to provide.

Facilitate Tax Deduction through Conservation Land Trust

One form of financial compensation that the City could help facilitate but would not have to fund is an income tax deduction. The City could work with a local nonprofit to establish a conservation land trust to which private property owners could donate an easement to their landmark tree and the land immediately surrounding it. The property owner might then be able to deduct the value of the easement (equal to the loss of property value due to restricted development opportunities) from their property taxes. Additional consultation with a land use and tax attorney and appraiser would be required to explore the feasibility of this option, as the assessment of the value of the easement would be challenging. The nonprofit would bear some costs as it would be required to regularly monitor the easement to make sure that it has not been infringed upon.

CONCLUSION

A number of options are described above to subsidize routine maintenance activities. If it is difficult to secure a permit to remove a landmark tree, the primary financial cost to property owners, whether it is realized or not, will likely be the restricted freedom to redevelop their site. Rather than develop financial incentives to compensate for this, a more effective and direct remedy would be a carefully designed permitting process that is appropriately challenging, coupled with a requirement that the property owner take appropriate measures to compensate for a landmark tree's removal through new plantings or in lieu fees, as incorporated in the pending legislation.

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

***RESCHEDULED MEETING**

DRAFT MINUTES

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Thursday, February 22, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

***The February 15, 2007, 4:00 p.m. Planning and Policy Committee meeting was rescheduled to Thursday, February 22, 2007 at 4:00 p.m.**

1. **CALL TO ORDER AND ROLL CALL.** The Urban Forestry Council Planning and Policy Committee Meeting was called to order at 4:07 p.m. Present: Chair Sacamano, Members Habert and Quirke; Excused: Members Costello and Rodgers.

2. **ACTION**: Adoption of minutes of the January 18, 2007 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Member Quirke and second by Chair Sacamano, the January 18, 2007 Meeting Minutes were approved without objection. (Absent: Members Costello and Rodgers) (Explanatory document: Approved Minutes of the January 18, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=54098.)

3. **DISCUSSION and ACTION:** Urban Forest Plan Priority Steps. Committee members will review the list of prioritized action steps within the Urban Forest Plan and identify tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Documents: Planning Committee's List of Prioritized Action Steps (Word) http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc and Discussion from January 18, 2007 Meeting Minutes). (Continued from the January 18, 2007 Meeting.)

   This agenda item was continued to the March 15, 2007 meeting.

4. **DISCUSSION and POSSIBLE ACTION:** Landmark Tree Ordinance Amendments. The Planning Committee discussed and voted on amendments to the Landmark Tree Ordinance to recommend to the Council. (Explanatory Document: Landmark Tree Ordinance (PDF) http://www.sfgov.org/site/uploadedfiles/bdsupvrs/ordinances06/o0017-06.pdf).

   Urban Forestry Council Chair Milne advised the Planning and Policy Committee that a meeting was held with Supervisor McGoldrick, Deputy City Attorneys Malamut and Gessner, and himself to discuss Supervisor McGoldrick's plan to propose amendments to the Board of Supervisors Rules of Order and the Landmark Tree Ordinance as follows:

   Amend the Board of Supervisors Rules of Order:

   - Urban Forestry Council's Resolution to amend the Rules of Order to provide that approved landmark tree nominations automatically would be calendared for hearing before the appropriate committee of the Board after a recommendation is received from the Urban Forestry Council.

   Amend the Landmark Tree Ordinance:

   - Introduction of a landmark tree be by a Board of Supervisors motion of intent to nominate as opposed to a resolution in order to forward the tree to the Urban Forestry Council for a hearing in a more-timely manner.

   - A Board of Supervisors designation of a tree to a landmark is done by an Ordinance and the 180-day temporary landmark tree designation shall be extended an additional 40 days to cover the ten days that the Mayor has to sign or veto the ordinance as well as the 30 days following the Mayor's signature until the ordinance takes effect.

   - Set forth specific notice requirements on potential landmarks for affected property owners.

   Chair Sacamano discussed Urban Forestry Council Member and Landmark Tree Committee Chair Mike Boss's recommendations as follows (see attached email: (PDF)

   - Allow the Supervisors to nominate a tree directly without the requirement for the full Board or Board Committee to approve. Chair Sacamano stated that the Deputy City Attorney's Office is reviewing that possibility but it may not be politically viable. .

   - Grant automatic protection to all trees once nominated so that all trees nominated by Department Heads and by Supervisors be granted the same protection status. Chair Sacamano recommended that this item be added as an amendment.

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Member Quirke asked whether the proposed amendments cover all the amendments that the Council would want to propose and asked whether incentives to encourage nomination and designation of landmark trees should be included and in what section of the Ordinance. Chair Sacamano recommended that this portion of the amendments go through at this time and additional amendments could be worked on in the future. It was explained that incentives could be addressed in Article 16 of the Ordinance or if a tax incentive were proposed, it could be in the Tax Code. Member Quirke recommended adding that incentives should be considered in future amendments as part of the proposal to the Board.

Public Comment: Urban Forestry Council Member Blair recommended that the calendar include the date that the landmark tree protection status ends. Member Habert felt that including the end date would give the property owner information as to when they could tear down the tree. An explanation of the Board and Council process if the amendments were to be approved was heard.

Ms. Fish, Council Secretary asked if the notice requirements would require a 300-foot radius mailing and advised that there would be mailing costs and could require a huge mailing effort.

Public Comment: Ms. Carla Short, Bureau of Urban Forestry recommended that the property owner who nominates a tree on their own property also be granted landmark tree protection status. It was stated that the Bureau of Urban Forestry is currently required by the Ordinance to provide notice to affected property owners by putting notices on the four corners of the neighborhood and mailing to people who have contacted them as well as the property owner. Urban Forestry Council Chair Milne asked Ms. Short to discuss the Bureau of Urban Forestry's notice requirements with Deputy City Attorney Gessner to make sure the proper language is inserted in the proposed amendments.

Ms. Short explained that the provision for significant trees only applies to private property owners and the Department of Public Works, and not to other City agencies that own land in the City, such as Recreation and Park, Public Utilities Commission. It was recommended that significant tree protection be granted to other City agencies as well. Ms. Short stated that the Public Works Code in the section of who has the authority to issue fines be amended to delete or change the job classification of "tree topper." The Committee agreed that these amendments would be recommended as a separate proposal at a future date.

Upon Motion by Chair Sacamano and second by Member Quirke, the Committee voted to create a Resolution for the Urban Forestry Council's consideration and approval at their February 27, 2007 meeting to commend Supervisor McGoldrick in his effort to expedite the landmarking process, to support the proposed amendments, and to add an additional amendment that all authorized nominators, e.g. Department Heads, Board of Supervisors, and Property Owners be granted the same landmark tree protection status. (AYES: Chair Sacamano, Members Quirke and Habert; Absent: Members Costello and Rodgers)

5. **DISCUSSION:** Landmark Tree Incentives Report. The Office of the Legislative Analyst produced a report on incentives to encourage nomination and designation of landmark trees. (Explanatory Document: Legislative Analyst Report (PDF)
http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf

   This agenda item was continued to the March 15, 2007 meeting.

6. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report (Continued from the January 18, 2007 Meeting).

   This agenda item was continued to the March 15, 2007 meeting.

Items 7-9 were not heard due to lack of quorum.

7. **DISCUSSION**: New Business

8. **FUTURE AGENDA ITEMS**

9. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

10. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:20 p.m.

The next Planning and Policy Committee meeting will be held on Thursday, March 15, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

***RESCHEDULED MEETING**

APPROVED MINUTES

Thursday, February 22, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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approved

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ORDER OF BUSINESS

***The February 15, 2007, 4:00 p.m. Planning and Policy Committee meeting was rescheduled to Thursday, February 22, 2007 at 4:00 p.m.**

1. **CALL TO ORDER AND ROLL CALL.** The Urban Forestry Council Planning and Policy Committee Meeting was called to order at 4:07 p.m. Present: Chair Sacamano, Members Habert and Quirke; Excused: Members Costello and Rodgers.

2. **ACTION**: Adoption of minutes of the January 18, 2007 Urban Forestry Council Planning Committee Regular Meeting. Upon Motion by Member Quirke and second by Chair Sacamano, the January 18, 2007 Meeting Minutes were approved without objection. (Absent: Members Costello and Rodgers) (Explanatory document: Approved Minutes of the January 18, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=54098.)

3. **DISCUSSION and ACTION:** Urban Forest Plan Priority Steps. Committee members will review the list of prioritized action steps within the Urban Forest Plan and identify tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Documents: Planning Committee's List of Prioritized Action Steps (Word) http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc and Discussion from January 18, 2007 Meeting Minutes). (Continued from the January 18, 2007 Meeting.)

   This agenda item was continued to the March 15, 2007 meeting.

4. **DISCUSSION and POSSIBLE ACTION:** Landmark Tree Ordinance Amendments. The Planning Committee discussed and voted on amendments to the Landmark Tree Ordinance to recommend to the Council. (Explanatory Document: Landmark Tree Ordinance (PDF) http://www.sfgov.org/site/uploadedfiles/bdsupvrs/ordinances06/o0017-06.pdf).

   Urban Forestry Council Chair Milne advised the Planning and Policy Committee that a meeting was held with Supervisor McGoldrick, Deputy City Attorneys Malamut and Gessner, and himself to discuss Supervisor McGoldrick's plan to propose amendments to the Board of Supervisors Rules of Order and the Landmark Tree Ordinance as follows:

   Amend the Board of Supervisors Rules of Order:

   - Urban Forestry Council's Resolution to amend the Rules of Order to provide that approved landmark tree nominations automatically would be calendared for hearing before the appropriate committee of the Board after a recommendation is received from the Urban Forestry Council.

   Amend the Landmark Tree Ordinance:

   - Introduction of a landmark tree be by a Board of Supervisors motion of intent to nominate as opposed to a resolution in order to forward the tree to the Urban Forestry Council for a hearing in a more-timely manner.

   - A Board of Supervisors designation of a tree to a landmark is done by an Ordinance and the 180-day temporary landmark tree designation shall be extended an additional 40 days to cover the ten days that the Mayor has to sign or veto the ordinance as well as the 30 days following the Mayor's signature until the ordinance takes effect.

   - Set forth specific notice requirements on potential landmarks for affected property owners.

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   - Allow the Supervisors to nominate a tree directly without the requirement for the full Board or Board Committee to approve. Chair Sacamano stated that the Deputy City Attorney's Office is reviewing that possibility but it may not be politically viable. .

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   This agenda item was continued to the March 15, 2007 meeting.

6. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report (Continued from the January 18, 2007 Meeting).

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Items 7-9 were not heard due to lack of quorum.

7. **DISCUSSION**: New Business

8. **FUTURE AGENDA ITEMS**

9. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

10. **ADJOURNMENT.** The Planning and Policy Committee meeting adjourned at 5:20 p.m.

The next Planning and Policy Committee meeting will be held on Thursday, March 15, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

Adopted: March 15, 2007

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

Thursday, March 15, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

03-02-07A11:5

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Urban Forestry Specialist: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the February 22, 2007 Urban Forestry Council Planning and Policy Committee Rescheduled Meeting. (Explanatory document: Draft Minutes of the February February 22, 2007 Rescheduled Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=56150.)

3. **DISCUSSION and ACTION:** Urban Forest Plan Priority Steps. Committee members will review the list of prioritized action steps within the Urban Forest Plan and identify tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Document: Planning Committee's List of Prioritized Action Steps (Word) http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc and Discussion from January 18, 2007 Meeting Minutes (Explanatory Document: January 18, 2007 Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=54098). Continued from the February 22, 2007 Meeting.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

4. **DISCUSSION:** Landmark Tree Incentives Report. Committee members will discuss a report from the Office of the Legislative Analyst on incentives to encourage nomination and designation of landmark trees. (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf). Continued from the February 22, 2007 Meeting.

5. **DISCUSSION and POSSIBLE ACTION:** Tree City USA. Committee members will explore the steps for recertifying San Francisco as a Tree City USA with the Arbor Day Foundation. Recommendations will be forwarded to the Urban Forestry Council. (Explanatory Document: Tree City USA Application for Recertification (PDF) http://www.arborday.org/programs/graphics/tree-city-usa/recertapp.pdf

6. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report. Continued from the February 22, 2007 Meeting.

7. **DISCUSSION**: New Business

8. **FUTURE AGENDA ITEMS**

9. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

10. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to

City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting. Explanatory documents that are received after posting of this agenda are available on the website or upon request to the Council Secretary at the contact information listed above.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Grace Ma, Urban Forestry Specialist
TEL: (415) 355-3731
Posted: February 28, 2007

Monica Fish, Council Secretary
TEL: (415) 355-3709

URBAN FOREST PLAN
PRIORITY ACTION STEPS

Priority 1: Action Item 1. The City of San Francisco should develop a citywide set of standards and best management practices for tree selection, purchase, installation and care.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.

Priority 3: Action Item 6. The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.

Priority 4: Action Item 2. The City of San Francisco should protect existing trees from and during development.

Priority 5: Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.

Priority 6: Action Item 3. The City of San Francisco should establish a goal of no net loss of trees on public and private property.

Priority 7: Action Item 4. City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.

Priority 8: Action Item 9. The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.

Priority 9: Action Item 7. The City of San Francisco should update the list of recommended trees.

LEGISLATIVE ANALYST REPORT

From: Andrew Murray, Office of the Legislative Analyst
Date: October 5, 2005
Re: **Financial Incentives for Maintaining Landmark Trees** (OLA No. 059-05)

SUMMARY OF REQUESTED ACTION

Report on all possible financial incentives - including but not limited to tax credits, rebates, and subsidized tree care - for residents on whose property landmark trees are maintained.

EXECUTIVE SUMMARY

Urban trees provide numerous benefits to communities. Some cities have recognized specific trees as particularly meritorious and granted them special protections. The Board of Supervisors is considering two pieces of legislation that would designate some trees as landmarks and offer them protections, even if they are located on private property. Both pieces of legislation would make it illegal for any person to injure or destroy a landmark tree.

The presence of a landmark tree can create a financial burden for a property owner, particularly if the tree's protection limits site development options. In addition, many landmark trees will be large and, if unhealthy, capable of collapsing and damaging property or injuring people. Therefore, property owners will also be responsible for properly maintaining the trees, which can be expensive. To gain the enthusiastic participation of property owners in the landmark tree program the City could provide support to offset some of the burden of maintaining these trees. A number of options, ranging from property tax exemptions to subsidized tree care, are discussed below.

BACKGROUND

Urban trees provide economic, environmental, and social benefits to communities. Because the benefits extend beyond the property on which the trees are situated, local government agencies have acted to grow and safeguard this resource. The Board of Supervisors is currently considering two pieces of legislation addressing tree protection[1]. Both pieces would make it illegal for any person to injure (including through negligence) or destroy any street tree or any tree recognized as a landmark, except if granted a permit to remove the tree by the Department of Public Works. Depending on how lenient the granting of such permits is, the presence of a landmark tree could significantly restrict the freedom of a property owner to develop their site, and thereby reduce the value of the property. In addition, to limit

[1] Board of Supervisors file numbers 051458 and 050689.

liability relating to the collapse of a large tree and to avoid claims of negligence in caring for the tree, property owners will likely be obligated to engage in regular maintenance, which can be expensive[2].

The City should cultivate the participation of private property owners in a landmark tree program, potentially through mechanisms such as public education on the benefits of landmark and urban trees, technical assistance on proper tree care, and programs that publicly recognize significant and well-maintained trees and their owners. Many cities have created such programs in connection with their tree ordinances. In addition, nonprofit organizations based in cities throughout the country also provide financial and technical assistance to residents that want to plant or maintain urban trees. San Francisco's Friends of the Urban Forest, for example, helps residents plant street trees by obtaining the necessary permits, providing the supplies, selecting and purchasing the trees, and overseeing actual planting. It also educates residents about tree care through online information, pruning workshops, and other vehicles. Some nonprofit organizations, including California ReLeaf, provide grants to community based organizations to plant trees in publicly accessible areas.

In addition, the City should consider providing financial support to offset some of the burden of maintaining protected trees. The City has few financial incentive programs from which to borrow lessons. Two programs that do provide financial incentives or support to promote desired behavior or offset the burden of regulatory requirements are the residential recycling program and the graffiti abatement program. The recycling program allows residents to reduce their refuse rates by diverting for free an unlimited amount of material for recycling, and under the abatement program the City provides free paint to residents and business owners that are required to remove graffiti from their property.

FINANCIAL INCENTIVES/COMPENSATION

There are a number of threats to the success of the landmark tree program[3]. Many are addressed by the permitting process and the deterrent of the enforcement provisions in the proposed legislation. Positive financial incentives could also play a role. A well-designed incentive or compensation program directly rewards people for performing the desired activity or compensates them for a discrete burden. In addition, it minimizes the ability of nefarious actors to game or defraud the system.

Examples from Other Jurisdictions

Most California cities have adopted ordinances to manage trees on public property or right-of-ways. However, few cities have programs addressing the management of trees on private property, or offering financial support for the maintenance of these trees. The Office of the Legislative Analyst (OLA) was not able to uncover any cases in which cities compensated property owners for development restrictions due to landmark tree programs. The OLA identified two rare cases, described below, in which cities subsidized maintenance activities.

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[2] Annual maintenance costs vary depending on the intensity of care and the tree species and maturity.

[3] There are four main threats to the success of the landmark tree program. Property owners might not comply with prohibitions on injuring or destroying trees; they might resist designation of their landmark trees; the process of permitting the removal of the trees might be too lenient; and property owners might not sufficiently maintain the trees.

City of Santa Cruz

The City of Santa Cruz operates a heritage tree grant program through which it pays 50% of the cost of maintenance (primarily pruning and disease control) of significant trees located on private property. A number of residents have made use of the program, which requires that the property owner solicit bids from three qualified tree care firms to perform the work. The program, which was funded by a special appropriation from the city council in the amount of $50,000 per year, has been temporarily suspended due to recent budget constraints, but is expected to resume in the future.

City of Visalia

A City of Visalia ordinance requires that residents hire tree care professionals to trim their oak trees. To compensate for this burden, the City operates a program through which it contracts directly with a qualified tree care firm and pays the full cost of maintenance activities for oak trees on the property of low-income homeowners. The budget of this program is modest, approximately $5,000 annually, which is derived from fines and penalties assessed for violations of the tree ordinance.

Possible Incentives

Because the definition of a landmark tree has not yet been established, it is unclear how many such trees there are in the City, and therefore hard to project the costs associated with the financial incentives described below. By definition, landmark trees are supposed to be unusual, so it is reasonable to assume that the number will be modest. Paul Sacamano of the Department of Public Works, which is responsible for maintaining many of the City's street trees, estimates that there might be as many as 1,000 landmark trees on private property throughout the City. If the program is successful in promoting the longevity of these trees, it is reasonable to expect that the number will grow over time.

If the City desires to provide financial support, it should explore revenue sources beyond the General Fund. Unfortunately, most federal and state support for tree planting is designated specifically for trees on public lands, and therefore would not likely be available to assist private property owners. The City or a nonprofit could establish a donor fund to collect revenues specifically to offset costs of maintaining landmark trees for private property owners. A species-specific advocacy organization might also be willing to provide funding to support tree maintenance. One incentive described below would require the establishment of a new property tax assessment to provide financial support to the urban forest. As in the case of Visalia, the City could limit its financial support through any of the mechanisms described below by making them need based.

Subsidize Maintenance

As illustrated in the cases of Santa Cruz and Visalia, cities can subsidize tree maintenance. Not only would this reduce the cost born by the tree owner, but ensuring proper care would also result in increased tree life, a community benefit. In both cases described above, private companies provide the tree care services. An alternative is to instead direct the same monetary resources to augment the

capacity of city crews that already care for street or park trees such that they could maintain trees on private property. Because this approach might create a potentially significant liability for the City and crowd out maintenance of trees on public property, it would have to be carefully examined. Short of actually paying for tree maintenance, the City might be able to help secure lower cost services from private tree care firms on behalf of landmark tree owners if it represented all owners in negotiating group rates. The City could also try to secure reduced rate services on behalf of landmark tree owners by designating a small number of tree care firms as the City's "preferred providers", which would presumably have spillover benefits for the firm beyond business in landmark trees.

Rebate Property Tax

Depending on how difficult it is to secure a permit to remove a landmark tree for site redevelopment, the presence of a landmark tree could substantially reduce a property owner's site use options, and therefore the value of the site. An annual reduction in property taxes is a mechanism through which the City could compensate property owners for this loss, although it is unclear what amount of rebate would be appropriate. One shortcoming of this approach is that if eligibility for the rebate were granted based simply on the presence of a landmark tree, it would provide compensation to people who have no ambition of redeveloping their lot, and therefore might be an inefficient use of resources. An alternative to a substantial rebate meant to partially offset the reduction in property value due to limited development options is a small but meaningful rebate intended primarily to build goodwill with program participants. This might be more appropriately implemented, however, through the department overseeing the landmark tree registration, rather than the assessor or treasurer/tax collector.

Assess New Tax for Landmark Trees

In its April 1, 2005 Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, the Urban Forest Council proposed a new property tax assessment for the urban forest. Property owners would be exempted from the tax to the extent that they have significant trees on their property. This is similar in many regards to the property tax exemption, except that as a new tax it would generate new revenue, opposed to the rebate, which would reduce current revenue.

Subsidize Maintenance Supplies

Beyond maintenance by tree service professionals, homeowners can take many steps to promote the health of their landmark trees. The City could provide subsidized water and fertilizer to landmark tree owners. Regarding fertilizer, if that provided by the City were nontoxic, encouraging its use by residents would have the added benefit or reducing stormwater pollution loading. Bulk purchasing by the City could allow it to provide residents with supplies at a lower cost to the City than if it were to simply reimburse residents for purchases of supplies from normal retail outlets, assuming the cost of storing the material was not too high. Providing water bill credits would require inspection and monitoring, which might be costly.

Eliminate Fees for Permitted Removal

One potential cost of having a landmark tree is that of undertaking its removal. The pending pieces of legislation authorize the removal permit to have conditions that could include fees for the replacement value of the tree, administrative costs, and a contribution to the Adopt-A-Tree Fund. If the approval process is well tuned to appropriately allow and disallow landmark tree removals, the fees associated with removal might be of limited value as a deterrent and an undue financial burden. Fines associated with violating the provisions of the proposed legislation should not be reduced if already appropriately set, of course.

Exempt Property Owners from other Requirements

One means of remunerating property owners for reduced flexibility in site development is to provide compensating flexibility regarding other site development restrictions, such as setbacks, etc. However, policies that provide indirect compensation such as this are prone to distortions that might lead to unintended negative consequences that exceed the initial benefit the program was intended to provide.

Facilitate Tax Deduction through Conservation Land Trust

One form of financial compensation that the City could help facilitate but would not have to fund is an income tax deduction. The City could work with a local nonprofit to establish a conservation land trust to which private property owners could donate an easement to their landmark tree and the land immediately surrounding it. The property owner might then be able to deduct the value of the easement (equal to the loss of property value due to restricted development opportunities) from their property taxes. Additional consultation with a land use and tax attorney and appraiser would be required to explore the feasibility of this option, as the assessment of the value of the easement would be challenging. The nonprofit would bear some costs as it would be required to regularly monitor the easement to make sure that it has not been infringed upon.

CONCLUSION

A number of options are described above to subsidize routine maintenance activities. If it is difficult to secure a permit to remove a landmark tree, the primary financial cost to property owners, whether it is realized or not, will likely be the restricted freedom to redevelop their site. Rather than develop financial incentives to compensate for this, a more effective and direct remedy would be a carefully designed permitting process that is appropriately challenging, coupled with a requirement that the property owner take appropriate measures to compensate for a landmark tree's removal through new plantings or in lieu fees, as incorporated in the pending legislation.

TREE CITY USA
Application for Recertification

Mail completed application with requested attachments to your state forester no later than December 31.
The TREE CITY USA award is in recognition of work completed by the community during the calendar year.
Please provide information for the year ending.
(Some states require information in addition to the requested on this application. Check with your state foresters.)

As _____ of the community of _____
(Title - Mayor or other city official)

I herewith make application for this community to be officially recertified as a Tree City USA for ____, having achieved the standards set forth by The National Arbor Day Foundation as noted below. (year)

Standard 1: A Tree Board or Department

List board members, and meeting dates for the past year; or name of city department and manager.

_____

_____

Standard 2: A Community Tree Ordinance

Check One: ☐ Our ordinance as last submitted is unchanged and still in effect.
☐ Our ordinance has been changed. The new version is attached.

Standard 3: A Community Forestry Program with an Annual Budget of at Least $2 Per Capita

Total community forestry expenditures ..... $ _____
Community populations ..... _____
Attach annual work plan outlining the work carried out during the past year. Attach breakdown of community forestry expenditures.

Standard 4: An Arbor Day Observance and Proclamation

Date observance was held _____
Attach program of activities and/or news coverage. Attach Arbor Day proclamation.

_____
Signature Title Date

Please type or print the following:

Mayor or equivalent:

Name: _____
Title: _____
Address: _____
City, State, Zip: _____
Phone #: _____
Email: _____

City Forestry Contact:

Name: _____
Title: _____
Address: _____
City, State, Zip: _____
Phone #: _____
Email: _____

NOTE: Application will not be processed without Standard 3 and 4 attachments.

Certification

(To Be Completed By The State Forester)

_____
(Community)

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be recertified as a Tree City USA, for the _____ calendar year, having in my opinion met the four standards of achievement in urban forestry.

Signed _____
State Forester Date

Person in State Forester's Office who should receive recognition material:

Name:_____ UPS Address:_____
Title:_____ City, State, Zip:_____
Agency:_____ PH #:_____Email:_____

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

SF
E8498
#2
3/15/07
draft

Thursday, March 15, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **CALL TO ORDER AND ROLL CALL.** The Urban Forestry Council Planning and Policy Committee Meeting was called to order at 4:15 p.m. Present: Chair Sacamano, Members Costello and Habert; Excused: Members Quirke and Rodgers.

2. **ACTION**: Adoption of minutes of the February 22, 2007 Urban Forestry Council Planning and Policy Committee Rescheduled Meeting. Upon Motion by Chair Sacamano and second by Member Habert, the February 22, 2007 Meeting Minutes were adopted without objection. (Explanatory document: Approved Minutes of the February 22, 2007 Rescheduled Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=56150.)

3. **DISCUSSION and ACTION:** Urban Forest Plan Priority Steps. Committee members reviewed the list of prioritized action steps within the Urban Forest Plan and identified tasks and timelines. Recommendations will be forwarded to the Funding Committee to discuss at future meetings (Explanatory Document: Planning Committee's List of Prioritized Action Steps (Word) http://sfgov.org/site/uploadedfiles/UrbanForestPlanPriorityActionSteps.doc and Discussion from January 18, 2007 Meeting Minutes (Explanatory Document: January 18, 2007 Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=54098). Continued from the February 22, 2007 Meeting.

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Member Habert asked to identify who "The City of San Francisco" is as noted above. Chair Sacamano indicated that it could be substituted with the Urban Forestry Council and that follow-through would be required by different departments. Member Costello stated that Departments could provide review and acceptance of standards, tree selection, installation and care.

A discussion was held on encouraging Mr. Daniel Sider, the Greening Director, to participate in Urban Forestry Council meetings in order to coordinate efforts and present regular reports. It was suggested that Mr. Sider be invited to future Planning and Policy Committee meetings. Urban Forestry Specialist Ma advised that Mr. Sider would be making a presentation at the March 23, 2007 Urban Forestry Council meeting on current projects.

Public Comment. Urban Forestry Council Chair Milne suggested that Mr. Sider be presented the Priority List at the March 23 Urban Forestry Council Meeting and that the Council should ask how he could help in the implementation of these items. Member Costello suggested asking Mr. Sider for his priority list.

Chair Sacamano stated that the tree care segment of this action item has been completed through adoption of the Pruning Standards. It was recommended that Mr. Sider be consulted on amending the Planning Code on land uses that require street tree planting and minimum planting size requirements when a building permit is submitted that would address the tree selection and installation section of this item. Chair Sacamao offered to survey DPW's landscape architecture group as to their specifications for planting material.

Public Comment: Urban Forestry Council Member Blair asked to include a requirement of adding a certain percentage of large mature trees to large developments. It was recommended that using structural soil be required during installation. Chair Sacamano and Member Costello discussed major problems with using structural soil.

Priority 2: Action Item 5. The City of San Francisco should allocate and secure funding for tree planting and maintenance from public and private sources including partnerships.

Chair Sacamano stated that funding for tree planting is happening through the Mayor's Greening Initiative but maintenance is not being addressed adequately all the way from City agencies having the resources to what is happening to privately maintained trees and Port tree care on private trees.

Committee members recommended forwarding this item directly to the Funding Committee.

Priority 3: Action Item 6. The City of San Francisco should establish one or more goals for the urban forest and monitor the results periodically.

Goal is to try to increase canopy cover from the current 12% to 15% by 2010 and an assessment will be made using the UFORE analysis.

Member Costello stated that the Mayor's Office of Greening is working on a greater canopy cover throughout the city by planting, but not so much by maintenance. It was stated that this item could not be done independently of another entity. Member Costello recommended that the Urban Forestry Council coordinate with other groups such as the Mayor's Office and Friends of the Urban Forest to identify a goal that can be monitored relative to canopy cover throughout the City. Chair Sacamano advised that the one goal that is being monitored is the Mayor's Office goal of planting 5,000 trees a year.

Public Comment: Ms. Blair recommended monitoring the number of trees that are being planted and taken out.

Priority 4: Action Item 2. The City of San Francisco should protect existing trees from and during development.

Action has been taken on this item:
The Board of Supervisors has enacted the Tree Protection Ordinance that enables the Planning Department to set forth a requirement that private property trees be disclosed as part of the building permit application process.

Priority 5: Action Item 8. Elected and community leaders in San Francisco should implement tree planting programs targeting underserved neighborhoods in order to achieve more environmental equity and accessibility.

Tree planting programs are currently being implemented as part of the Mayor's Office Greening Initiative, through the Department of Public Works, and Friends of the Urban Forest.

Chair Sacamano advised that the Department of Public Works, as part of the Mayor's Greening Initiative, is planting in the Bayview and the Mission Districts and discussed the resistance from property owners and residents in the Mission District because of the crime potential. Chair Sacamano recommended that the Council provide community outreach education about tree planting programs through community meetings or other methods.

Public Comment: Urban Forestry Council Chair Milne recommended that already scheduled community meetings include an urban forestry component. Chair Sacamano discussed the possibility of an Urban Forestry Council Outreach Committee. It was stated that funding would be required for this type of effort and could be discussed further at the Funding Committee.

Priority 6: Action Item 3. The City of San Francisco should establish a goal of no net loss of trees on public and private property.

Committee Members stated that City policy should be established for this item. Urban Forestry Specialist Ma stated that no net loss would require a definition. Member Costello stated that you would not have a net loss if you are increasing canopy cover.

Public Comment: Urban Forestry Council Chair Milne recommended consulting with Mr. Daniel Sider on how to approach this item, whether to create a Resolution to forward to the Board of Supervisors or another alternative.

Priority 7: Action Item 4. City of San Francisco departments should institute a comprehensive reforestation program in City parks and public institutions.

Member Costello and Chair Sacamano recommended identifying which institutions this item would apply to. Chair Sacamano stated that his interpretation would be that this item would apply to parks and park like grounds. It was recommended that an inquiry letter be sent to the San Francisco Public Utilities Commission and the Recreation and Park Department to describe their reforestation program and to larger educational campuses and hospitals asking them to describe their planting program and policy. Chair Sacamano suggested contacting the Planning Department or the Director of Greening to find out what the land use classifications are that would apply to this item.

Priority 8: Action Item 9. The City of San Francisco should engage the SF Unified School District, Parent Teacher Associations and community groups to develop tree planting and care programs.

Chair Sacamano stated that this item is a funding issue for the School District as they do not have available staff. It was recommended that a letter be sent to a School District representative or an organization associated with the School District, e.g. the Green Schoolyard Alliance asking them what they are doing and to invite them to attend a Planning and Policy Committee meeting to discuss this item. Urban Forestry Specialist Ma reported that she had heard that a lot of the schools are receiving funding to relandscape through a bond measure that was passed in San Francisco, and that the Council could advise them on what trees would be appropriate.

Public Comment: Urban Forestry Council Chair Milne recommended that tree planting and care programs could be a part of the School District's gardening program.

Priority 9: Action Item 7. The City of San Francisco should update the list of recommended trees.

Action has been taken on this item through the Urban Forestry Council's development and adoption of San Francisco's Recommended Street Tree List. Next steps would be to forward the Street Tree List to the Funding Committee for development of outreach material and discussion of how to coordinate the dissemination of information.

4. **DISCUSSION:** Landmark Tree Incentives Report. Committee members discussed a report from the Office of the Legislative Analyst on incentives to encourage nomination and designation of landmark trees. Continued from the February 22, 2007 Meeting. (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf)

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Supervisors received the Legislative Analyst's Report before passing the Ordinance, but did not include financial incentives as part of the Ordinance.

Public Comment: Urban Forestry Council Chair Milne stated that the Legislative Analyst Report indicates that there were problems approaching this issue, and the examples given had lean budgets to carry out the program. Chair Milne recommended that the Urban Forestry Council discuss this issue further and make its own recommendations based on the study in the report.

Public Comment: Urban Forestry Council Member Blair discussed an incentive where if a person maintains a large mature tree, they can deduct a certain amount from their taxes. Chair Sacamano advised that this idea may not be feasible as it would be charged to the City's General Fund.

It was recommended that Urban Forestry Council Member Sherk be contacted to sponsor this agenda item at the next Urban Forestry Council meeting on March 23.

5. **DISCUSSION and POSSIBLE ACTION:** Tree City USA. Committee members explored the steps for recertifying San Francisco as a Tree City USA with the Arbor Day Foundation. (Explanatory Document: Tree City USA Application for Recertification (PDF) http://www.arborday.org/programs/graphics/tree-city-usa/recertapp.pdf

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Chair Sacamano explained that the Recreation and Park Department was previously in charge of the recertification process, but are not motivated to reapply. Chair Sacamano stated that he had spoken to Mr. John Melville who indicated that there would not be a problem with recertification. Requirements include that there be at least $2 per capita and issuance of a current year proclamation for Arbor Day. It was stated that DPW's forestry budget would qualify for the $2 per capita and that DPW could submit this application either from DPW or from the Council. It was advised that Mr. Melville reviews applications in December of the calendar year for certification of the same calendar year because it is based on budget information.

The meeting adjourned at this time due to a lack of quorum.

6. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report. Continued from the February 22, 2007 Meeting.

This item was not heard at this time due to a lack of quorum. Continued to the April 19, 2007 meeting.

7. **DISCUSSION**: New Business. This item was not heard due to a lack of quorum.

8. **FUTURE AGENDA ITEMS.** This item was not heard due to a lack of quorum.

9. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. This item was not heard due to a lack of quorum.

10. **ADJOURNMENT.** The meeting adjourned at 5:22 p.m.

The next Planning and Policy Committee meeting will be held on Thursday, April 19, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

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Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

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REGULAR MEETING

APPROVED MINUTES

Thursday, March 15, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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Adopted: July 18, 2007

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forestry Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

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10:55 a.m. MSF
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Thursday, April 19, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, David Habert, Kelly Quirke, and AnMarie Rodgers

Urban Forestry Specialist: Grace Ma

Council Secretary: Monica Fish

Order of Business

1. CALL TO ORDER AND ROLL CALL

2. **ACTION**: Adoption of minutes of the March 15, 2007 Urban Forestry Council Planning and Policy Committee Regular Meeting. (Explanatory document: Draft Minutes of the February March 15, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=58097.)

3. **DISCUSSION:** Landmark Tree Incentives Report. Committee members will discuss a report from the Office of the Legislative Analyst of the Board of Supervisors on financial incentives to encourage nomination and designation of landmark trees. (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf). (Continued from the March 15, 2007 Meeting.)

4. **DISCUSSION:** Department of the Environment Landmark Tree Website Status Report. (Continued from the March 15, 2007 Meeting.)

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5. **DISCUSSION**: Updates on Priority Action Steps. Committee members will discuss updates on certain priority action steps from the Urban Forest Plan (Explanatory Document: March 15, 2007 Meeting Minutes Priority Action Steps.)

6. **DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

9. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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Grace Ma, Urban Forestry Specialist
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted April 12, 2007

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

OFFICE OF THE LEGISLATIVE ANALYST

LEGISLATIVE ANALYST REPORT

From: Andrew Murray, Office of the Legislative Analyst
Date: October 5, 2005
Re: **Financial Incentives for Maintaining Landmark Trees** (OLA No. 059-05)

SUMMARY OF REQUESTED ACTION

Report on all possible financial incentives - including but not limited to tax credits, rebates, and subsidized tree care - for residents on whose property landmark trees are maintained.

EXECUTIVE SUMMARY

Urban trees provide numerous benefits to communities. Some cities have recognized specific trees as particularly meritorious and granted them special protections. The Board of Supervisors is considering two pieces of legislation that would designate some trees as landmarks and offer them protections, even if they are located on private property. Both pieces of legislation would make it illegal for any person to injure or destroy a landmark tree.

The presence of a landmark tree can create a financial burden for a property owner, particularly if the tree's protection limits site development options. In addition, many landmark trees will be large and, if unhealthy, capable of collapsing and damaging property or injuring people. Therefore, property owners will also be responsible for properly maintaining the trees, which can be expensive. To gain the enthusiastic participation of property owners in the landmark tree program the City could provide support to offset some of the burden of maintaining these trees. A number of options, ranging from property tax exemptions to subsidized tree care, are discussed below.

BACKGROUND

Urban trees provide economic, environmental, and social benefits to communities. Because the benefits extend beyond the property on which the trees are situated, local government agencies have acted to grow and safeguard this resource. The Board of Supervisors is currently considering two pieces of legislation addressing tree protection[1]. Both pieces would make it illegal for any person to injure (including through negligence) or destroy any street tree or any tree recognized as a landmark, except if granted a permit to remove the tree by the Department of Public Works. Depending on how lenient the granting of such permits is, the presence of a landmark tree could significantly restrict the freedom of a property owner to develop their site, and thereby reduce the value of the property. In addition, to limit

[1] Board of Supervisors file numbers 051458 and 050689.

liability relating to the collapse of a large tree and to avoid claims of negligence in caring for the tree, property owners will likely be obligated to engage in regular maintenance, which can be expensive[2].

The City should cultivate the participation of private property owners in a landmark tree program, potentially through mechanisms such as public education on the benefits of landmark and urban trees, technical assistance on proper tree care, and programs that publicly recognize significant and well-maintained trees and their owners. Many cities have created such programs in connection with their tree ordinances. In addition, nonprofit organizations based in cities throughout the country also provide financial and technical assistance to residents that want to plant or maintain urban trees. San Francisco's Friends of the Urban Forest, for example, helps residents plant street trees by obtaining the necessary permits, providing the supplies, selecting and purchasing the trees, and overseeing actual planting. It also educates residents about tree care through online information, pruning workshops, and other vehicles. Some nonprofit organizations, including California ReLeaf, provide grants to community based organizations to plant trees in publicly accessible areas.

In addition, the City should consider providing financial support to offset some of the burden of maintaining protected trees. The City has few financial incentive programs from which to borrow lessons. Two programs that do provide financial incentives or support to promote desired behavior or offset the burden of regulatory requirements are the residential recycling program and the graffiti abatement program. The recycling program allows residents to reduce their refuse rates by diverting for free an unlimited amount of material for recycling, and under the abatement program the City provides free paint to residents and business owners that are required to remove graffiti from their property.

FINANCIAL INCENTIVES/COMPENSATION

There are a number of threats to the success of the landmark tree program[3]. Many are addressed by the permitting process and the deterrent of the enforcement provisions in the proposed legislation. Positive financial incentives could also play a role. A well-designed incentive or compensation program directly rewards people for performing the desired activity or compensates them for a discrete burden. In addition, it minimizes the ability of nefarious actors to game or defraud the system.

Examples from Other Jurisdictions

Most California cities have adopted ordinances to manage trees on public property or right-of-ways. However, few cities have programs addressing the management of trees on private property, or offering financial support for the maintenance of these trees. The Office of the Legislative Analyst (OLA) was not able to uncover any cases in which cities compensated property owners for development restrictions due to landmark tree programs. The OLA identified two rare cases, described below, in which cities subsidized maintenance activities.

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[2] Annual maintenance costs vary depending on the intensity of care and the tree species and maturity.

[3] There are four main threats to the success of the landmark tree program. Property owners might not comply with prohibitions on injuring or destroying trees; they might resist designation of their landmark trees; the process of permitting the removal of the trees might be too lenient; and property owners might not sufficiently maintain the trees.

City of Santa Cruz

The City of Santa Cruz operates a heritage tree grant program through which it pays 50% of the cost of maintenance (primarily pruning and disease control) of significant trees located on private property. A number of residents have made use of the program, which requires that the property owner solicit bids from three qualified tree care firms to perform the work. The program, which was funded by a special appropriation from the city council in the amount of $50,000 per year, has been temporarily suspended due to recent budget constraints, but is expected to resume in the future.

City of Visalia

A City of Visalia ordinance requires that residents hire tree care professionals to trim their oak trees. To compensate for this burden, the City operates a program through which it contracts directly with a qualified tree care firm and pays the full cost of maintenance activities for oak trees on the property of low-income homeowners. The budget of this program is modest, approximately $5,000 annually, which is derived from fines and penalties assessed for violations of the tree ordinance.

Possible Incentives

Because the definition of a landmark tree has not yet been established, it is unclear how many such trees there are in the City, and therefore hard to project the costs associated with the financial incentives described below. By definition, landmark trees are supposed to be unusual, so it is reasonable to assume that the number will be modest. Paul Sacamano of the Department of Public Works, which is responsible for maintaining many of the City's street trees, estimates that there might be as many as 1,000 landmark trees on private property throughout the City. If the program is successful in promoting the longevity of these trees, it is reasonable to expect that the number will grow over time.

If the City desires to provide financial support, it should explore revenue sources beyond the General Fund. Unfortunately, most federal and state support for tree planting is designated specifically for trees on public lands, and therefore would not likely be available to assist private property owners. The City or a nonprofit could establish a donor fund to collect revenues specifically to offset costs of maintaining landmark trees for private property owners. A species-specific advocacy organization might also be willing to provide funding to support tree maintenance. One incentive described below would require the establishment of a new property tax assessment to provide financial support to the urban forest. As in the case of Visalia, the City could limit its financial support through any of the mechanisms described below by making them need based.

Subsidize Maintenance

As illustrated in the cases of Santa Cruz and Visalia, cities can subsidize tree maintenance. Not only would this reduce the cost born by the tree owner, but ensuring proper care would also result in increased tree life, a community benefit. In both cases described above, private companies provide the tree care services. An alternative is to instead direct the same monetary resources to augment the

capacity of city crews that already care for street or park trees such that they could maintain trees on private property. Because this approach might create a potentially significant liability for the City and crowd out maintenance of trees on public property, it would have to be carefully examined. Short of actually paying for tree maintenance, the City might be able to help secure lower cost services from private tree care firms on behalf of landmark tree owners if it represented all owners in negotiating group rates. The City could also try to secure reduced rate services on behalf of landmark tree owners by designating a small number of tree care firms as the City's "preferred providers", which would presumably have spillover benefits for the firm beyond business in landmark trees.

Rebate Property Tax

Depending on how difficult it is to secure a permit to remove a landmark tree for site redevelopment, the presence of a landmark tree could substantially reduce a property owner's site use options, and therefore the value of the site. An annual reduction in property taxes is a mechanism through which the City could compensate property owners for this loss, although it is unclear what amount of rebate would be appropriate. One shortcoming of this approach is that if eligibility for the rebate were granted based simply on the presence of a landmark tree, it would provide compensation to people who have no ambition of redeveloping their lot, and therefore might be an inefficient use of resources. An alternative to a substantial rebate meant to partially offset the reduction in property value due to limited development options is a small but meaningful rebate intended primarily to build goodwill with program participants. This might be more appropriately implemented, however, through the department overseeing the landmark tree registration, rather than the assessor or treasurer/tax collector.

Assess New Tax for Landmark Trees

In its April 1, 2005 Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, the Urban Forest Council proposed a new property tax assessment for the urban forest. Property owners would be exempted from the tax to the extent that they have significant trees on their property. This is similar in many regards to the property tax exemption, except that as a new tax it would generate new revenue, opposed to the rebate, which would reduce current revenue.

Subsidize Maintenance Supplies

Beyond maintenance by tree service professionals, homeowners can take many steps to promote the health of their landmark trees. The City could provide subsidized water and fertilizer to landmark tree owners. Regarding fertilizer, if that provided by the City were nontoxic, encouraging its use by residents would have the added benefit or reducing stormwater pollution loading. Bulk purchasing by the City could allow it to provide residents with supplies at a lower cost to the City than if it were to simply reimburse residents for purchases of supplies from normal retail outlets, assuming the cost of storing the material was not too high. Providing water bill credits would require inspection and monitoring, which might be costly.

Eliminate Fees for Permitted Removal

One potential cost of having a landmark tree is that of undertaking its removal. The pending pieces of legislation authorize the removal permit to have conditions that could include fees for the replacement value of the tree, administrative costs, and a contribution to the Adopt-A-Tree Fund. If the approval process is well tuned to appropriately allow and disallow landmark tree removals, the fees associated with removal might be of limited value as a deterrent and an undue financial burden. Fines associated with violating the provisions of the proposed legislation should not be reduced if already appropriately set, of course.

Exempt Property Owners from other Requirements

One means of remunerating property owners for reduced flexibility in site development is to provide compensating flexibility regarding other site development restrictions, such as setbacks, etc. However, policies that provide indirect compensation such as this are prone to distortions that might lead to unintended negative consequences that exceed the initial benefit the program was intended to provide.

Facilitate Tax Deduction through Conservation Land Trust

One form of financial compensation that the City could help facilitate but would not have to fund is an income tax deduction. The City could work with a local nonprofit to establish a conservation land trust to which private property owners could donate an easement to their landmark tree and the land immediately surrounding it. The property owner might then be able to deduct the value of the easement (equal to the loss of property value due to restricted development opportunities) from their property taxes. Additional consultation with a land use and tax attorney and appraiser would be required to explore the feasibility of this option, as the assessment of the value of the easement would be challenging. The nonprofit would bear some costs as it would be required to regularly monitor the easement to make sure that it has not been infringed upon.

CONCLUSION

A number of options are described above to subsidize routine maintenance activities. If it is difficult to secure a permit to remove a landmark tree, the primary financial cost to property owners, whether it is realized or not, will likely be the restricted freedom to redevelop their site. Rather than develop financial incentives to compensate for this, a more effective and direct remedy would be a carefully designed permitting process that is appropriately challenging, coupled with a requirement that the property owner take appropriate measures to compensate for a landmark tree's removal through new plantings or in lieu fees, as incorporated in the pending legislation.

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City and County of San Francisco
Urban Forestry Council

Planning and Policy Committee

CANCELLED MEETING MINUTES OF REGULAR MEETING
Thursday, April 19, 2007, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

The Thursday, April 19, 2007, 4:00 p.m. Regular Meeting of the Urban Forestry Council's Planning and Policy Committee was cancelled due to a lack of quorum. The next Regular Meeting is scheduled for Thursday, May 17, 2007 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Urban Forestry Specialist at (415) 355-3731 or the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234 for more meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

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City and County of San Francisco
Urban Forestry Council

Planning and Policy Committee

NOTICE OF CANCELLED MEETING
Thursday, May 17, 2007, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

The Thursday, May 17, 2007, 4:00 p.m. Regular Meeting of the Urban Forestry Council's Planning and Policy Committee has been cancelled due to a lack of quorum. The next Regular Meeting is scheduled for Thursday, June 21, 2007 at 4:00 p.m. at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Urban Forestry Specialist at (415) 355-3731 or the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: May 14, 2007

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City and County of San Francisco
Urban Forestry Council

Planning and Policy Committee

NOTICE OF CANCELLED MEETING
Thursday, June 21, 2007, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

The Thursday, June 21, 2007, 4:00 p.m. Regular Meeting of the Urban Forestry Council's Planning and Policy Committee has been cancelled due to a lack of quorum. The next Regular Meeting is scheduled for Thursday, July 19, 2007 at 4:00 p.m. at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Secretary at (415) 355-3709. You may also visit our website at http://www.sfenvironment.org/our_policies/overview.html?ssi=16 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: June 14, 2007

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City and County of San Francisco
Urban Forestry Council
Planning and Policy Committee
***Rescheduled Meeting Notice and Agenda**
Wednesday, July 18, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

***The Thursday, July 19, 2007, 4:00 p.m. Regular Meeting has been rescheduled to Wednesday, July 18, 2007, at 4:00 p.m.**

COMMITTEE MEMBERS: Carla Short (Chair), David Habert, Kelly Quirke, AnMarie Rodgers
Council Secretary: Monica Fish

Order of Business

1. **Call to Order and Roll Call**

2. **Approval of Minutes of the March 15, 2007 Urban Forestry Council Planning and Policy Committee Regular Meeting**. (Explanatory document: Draft Minutes of the March 15, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=58097.) (Discussion and Action)

3. **Protection of Trees During Construction Projects.** The Committee will discuss action steps to take in order to ensure better protection of trees during construction projects. (Discussion)

4. **Landmark Tree Incentives Report**. Committee members will discuss a report from the Office of the Legislative Analyst of the Board of Supervisors on financial incentives to encourage nomination and designation of landmark trees. (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf). (Continued from the March 15, 2007 Meeting.) (Discussion)

5. **Department of the Environment Landmark Tree Website Status Report**. (Continued from the March 15, 2007 Meeting.) Members will discuss the Landmark Tree website content and provide feedback and any recommended changes. (Explanatory Document: Landmark Tree website page http://www.sfenvironment.org/our_programs/interests.html?ssi=4&ti=8&ii=131) (Discussion)

6. **Updates on Urban Forest Plan Priority Action Steps**. Committee members will receive an update from Council Chair Milne on Funding Committee discussions on Urban Forest Plan priority action steps as recommended by the Planning and Policy Committee. (Explanatory Documents: May 1, 2007 Funding Committee Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=60262 and July 3 Funding Committee Draft Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=63734. (Discussion)
   SPEAKER: Terry Milne, Urban Forestry Council Chair

7. **New Business/Future Agenda Items.** (Discussion)

8. **Public Comment**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

9. **Adjournment**

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Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: July 5, 2007

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Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 18, 2007 **ITEM NO.** 4

URBAN FORESTRY COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ Legislative Analyst Report

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***This list reflects the explanatory documents provided.**

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CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

OFFICE OF THE LEGISLATIVE ANALYST

LEGISLATIVE ANALYST REPORT

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Date: October 5, 2005
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Report on all possible financial incentives - including but not limited to tax credits, rebates, and subsidized tree care - for residents on whose property landmark trees are maintained.

EXECUTIVE SUMMARY

Urban trees provide numerous benefits to communities. Some cities have recognized specific trees as particularly meritorious and granted them special protections. The Board of Supervisors is considering two pieces of legislation that would designate some trees as landmarks and offer them protections, even if they are located on private property. Both pieces of legislation would make it illegal for any person to injure or destroy a landmark tree.

The presence of a landmark tree can create a financial burden for a property owner, particularly if the tree's protection limits site development options. In addition, many landmark trees will be large and, if unhealthy, capable of collapsing and damaging property or injuring people. Therefore, property owners will also be responsible for properly maintaining the trees, which can be expensive. To gain the enthusiastic participation of property owners in the landmark tree program the City could provide support to offset some of the burden of maintaining these trees. A number of options, ranging from property tax exemptions to subsidized tree care, are discussed below.

BACKGROUND

Urban trees provide economic, environmental, and social benefits to communities. Because the benefits extend beyond the property on which the trees are situated, local government agencies have acted to grow and safeguard this resource. The Board of Supervisors is currently considering two pieces of legislation addressing tree protection[1]. Both pieces would make it illegal for any person to injure (including through negligence) or destroy any street tree or any tree recognized as a landmark, except if granted a permit to remove the tree by the Department of Public Works. Depending on how lenient the granting of such permits is, the presence of a landmark tree could significantly restrict the freedom of a property owner to develop their site, and thereby reduce the value of the property. In addition, to limit

[1] Board of Supervisors file numbers 051458 and 050689.

liability relating to the collapse of a large tree and to avoid claims of negligence in caring for the tree, property owners will likely be obligated to engage in regular maintenance, which can be expensive[2].

The City should cultivate the participation of private property owners in a landmark tree program, potentially through mechanisms such as public education on the benefits of landmark and urban trees, technical assistance on proper tree care, and programs that publicly recognize significant and well-maintained trees and their owners. Many cities have created such programs in connection with their tree ordinances. In addition, nonprofit organizations based in cities throughout the country also provide financial and technical assistance to residents that want to plant or maintain urban trees. San Francisco's Friends of the Urban Forest, for example, helps residents plant street trees by obtaining the necessary permits, providing the supplies, selecting and purchasing the trees, and overseeing actual planting. It also educates residents about tree care through online information, pruning workshops, and other vehicles. Some nonprofit organizations, including California ReLeaf, provide grants to community based organizations to plant trees in publicly accessible areas.

In addition, the City should consider providing financial support to offset some of the burden of maintaining protected trees. The City has few financial incentive programs from which to borrow lessons. Two programs that do provide financial incentives or support to promote desired behavior or offset the burden of regulatory requirements are the residential recycling program and the graffiti abatement program. The recycling program allows residents to reduce their refuse rates by diverting for free an unlimited amount of material for recycling, and under the abatement program the City provides free paint to residents and business owners that are required to remove graffiti from their property.

FINANCIAL INCENTIVES/COMPENSATION

There are a number of threats to the success of the landmark tree program[3]. Many are addressed by the permitting process and the deterrent of the enforcement provisions in the proposed legislation. Positive financial incentives could also play a role. A well-designed incentive or compensation program directly rewards people for performing the desired activity or compensates them for a discrete burden. In addition, it minimizes the ability of nefarious actors to game or defraud the system.

Examples from Other Jurisdictions

Most California cities have adopted ordinances to manage trees on public property or right-of-ways. However, few cities have programs addressing the management of trees on private property, or offering financial support for the maintenance of these trees. The Office of the Legislative Analyst (OLA) was not able to uncover any cases in which cities compensated property owners for development restrictions due to landmark tree programs. The OLA identified two rare cases, described below, in which cities subsidized maintenance activities.

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[2] Annual maintenance costs vary depending on the intensity of care and the tree species and maturity.

[3] There are four main threats to the success of the landmark tree program. Property owners might not comply with prohibitions on injuring or destroying trees; they might resist designation of their landmark trees; the process of permitting the removal of the trees might be too lenient; and property owners might not sufficiently maintain the trees.

City of Santa Cruz

The City of Santa Cruz operates a heritage tree grant program through which it pays 50% of the cost of maintenance (primarily pruning and disease control) of significant trees located on private property. A number of residents have made use of the program, which requires that the property owner solicit bids from three qualified tree care firms to perform the work. The program, which was funded by a special appropriation from the city council in the amount of $50,000 per year, has been temporarily suspended due to recent budget constraints, but is expected to resume in the future.

City of Visalia

A City of Visalia ordinance requires that residents hire tree care professionals to trim their oak trees. To compensate for this burden, the City operates a program through which it contracts directly with a qualified tree care firm and pays the full cost of maintenance activities for oak trees on the property of low-income homeowners. The budget of this program is modest, approximately $5,000 annually, which is derived from fines and penalties assessed for violations of the tree ordinance.

Possible Incentives

Because the definition of a landmark tree has not yet been established, it is unclear how many such trees there are in the City, and therefore hard to project the costs associated with the financial incentives described below. By definition, landmark trees are supposed to be unusual, so it is reasonable to assume that the number will be modest. Paul Sacamano of the Department of Public Works, which is responsible for maintaining many of the City's street trees, estimates that there might be as many as 1,000 landmark trees on private property throughout the City. If the program is successful in promoting the longevity of these trees, it is reasonable to expect that the number will grow over time.

If the City desires to provide financial support, it should explore revenue sources beyond the General Fund. Unfortunately, most federal and state support for tree planting is designated specifically for trees on public lands, and therefore would not likely be available to assist private property owners. The City or a nonprofit could establish a donor fund to collect revenues specifically to offset costs of maintaining landmark trees for private property owners. A species-specific advocacy organization might also be willing to provide funding to support tree maintenance. One incentive described below would require the establishment of a new property tax assessment to provide financial support to the urban forest. As in the case of Visalia, the City could limit its financial support through any of the mechanisms described below by making them need based.

Subsidize Maintenance

As illustrated in the cases of Santa Cruz and Visalia, cities can subsidize tree maintenance. Not only would this reduce the cost born by the tree owner, but ensuring proper care would also result in increased tree life, a community benefit. In both cases described above, private companies provide the tree care services. An alternative is to instead direct the same monetary resources to augment the

capacity of city crews that already care for street or park trees such that they could maintain trees on private property. Because this approach might create a potentially significant liability for the City and crowd out maintenance of trees on public property, it would have to be carefully examined. Short of actually paying for tree maintenance, the City might be able to help secure lower cost services from private tree care firms on behalf of landmark tree owners if it represented all owners in negotiating group rates. The City could also try to secure reduced rate services on behalf of landmark tree owners by designating a small number of tree care firms as the City's "preferred providers", which would presumably have spillover benefits for the firm beyond business in landmark trees.

Rebate Property Tax

Depending on how difficult it is to secure a permit to remove a landmark tree for site redevelopment, the presence of a landmark tree could substantially reduce a property owner's site use options, and therefore the value of the site. An annual reduction in property taxes is a mechanism through which the City could compensate property owners for this loss, although it is unclear what amount of rebate would be appropriate. One shortcoming of this approach is that if eligibility for the rebate were granted based simply on the presence of a landmark tree, it would provide compensation to people who have no ambition of redeveloping their lot, and therefore might be an inefficient use of resources. An alternative to a substantial rebate meant to partially offset the reduction in property value due to limited development options is a small but meaningful rebate intended primarily to build goodwill with program participants. This might be more appropriately implemented, however, through the department overseeing the landmark tree registration, rather than the assessor or treasurer/tax collector.

Assess New Tax for Landmark Trees

In its April 1, 2005 Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, the Urban Forest Council proposed a new property tax assessment for the urban forest. Property owners would be exempted from the tax to the extent that they have significant trees on their property. This is similar in many regards to the property tax exemption, except that as a new tax it would generate new revenue, opposed to the rebate, which would reduce current revenue.

Subsidize Maintenance Supplies

Beyond maintenance by tree service professionals, homeowners can take many steps to promote the health of their landmark trees. The City could provide subsidized water and fertilizer to landmark tree owners. Regarding fertilizer, if that provided by the City were nontoxic, encouraging its use by residents would have the added benefit or reducing stormwater pollution loading. Bulk purchasing by the City could allow it to provide residents with supplies at a lower cost to the City than if it were to simply reimburse residents for purchases of supplies from normal retail outlets, assuming the cost of storing the material was not too high. Providing water bill credits would require inspection and monitoring, which might be costly.

Eliminate Fees for Permitted Removal

One potential cost of having a landmark tree is that of undertaking its removal. The pending pieces of legislation authorize the removal permit to have conditions that could include fees for the replacement value of the tree, administrative costs, and a contribution to the Adopt-A-Tree Fund. If the approval process is well tuned to appropriately allow and disallow landmark tree removals, the fees associated with removal might be of limited value as a deterrent and an undue financial burden. Fines associated with violating the provisions of the proposed legislation should not be reduced if already appropriately set, of course.

Exempt Property Owners from other Requirements

One means of remunerating property owners for reduced flexibility in site development is to provide compensating flexibility regarding other site development restrictions, such as setbacks, etc. However, policies that provide indirect compensation such as this are prone to distortions that might lead to unintended negative consequences that exceed the initial benefit the program was intended to provide.

Facilitate Tax Deduction through Conservation Land Trust

One form of financial compensation that the City could help facilitate but would not have to fund is an income tax deduction. The City could work with a local nonprofit to establish a conservation land trust to which private property owners could donate an easement to their landmark tree and the land immediately surrounding it. The property owner might then be able to deduct the value of the easement (equal to the loss of property value due to restricted development opportunities) from their property taxes. Additional consultation with a land use and tax attorney and appraiser would be required to explore the feasibility of this option, as the assessment of the value of the easement would be challenging. The nonprofit would bear some costs as it would be required to regularly monitor the easement to make sure that it has not been infringed upon.

CONCLUSION

A number of options are described above to subsidize routine maintenance activities. If it is difficult to secure a permit to remove a landmark tree, the primary financial cost to property owners, whether it is realized or not, will likely be the restricted freedom to redevelop their site. Rather than develop financial incentives to compensate for this, a more effective and direct remedy would be a carefully designed permitting process that is appropriately challenging, coupled with a requirement that the property owner take appropriate measures to compensate for a landmark tree's removal through new plantings or in lieu fees, as incorporated in the pending legislation.

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 18, 2007 **ITEM NO. 5**

URBAN FORESTRY COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ Landmark Tree Program Website page

☒ Supporting Links Pages (FAQS, Tree Nomination Packet, Tree Nomination Form, List of Landmark Trees, List of Nominated Landmark Trees

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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

This is where you'll find out where to recycle and properly dispose of just about everything!

Appliances

Large

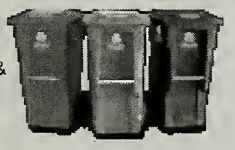
Enter Zip Code

SEARCH

Advanced Search

Search by Company Name

Cans, bottles, cardboard, food scraps, newspapers & pick up times. Get quick answers.



SEARCH

home / our city's programs / urban nature / trees

Landmark Tree Program

Trees are an important part of San Francisco. Some have historical presence while others have characterstics that make them extra special including their cultural significance, age, or ecological value. Whichever it may be, property owners, any member of the Board of Supervisors, Planning Commission, the Landmarks Advisory Board, and/or directors of a city deparment may nomimate trees on public or private land to protect and preserve their value and presence in the community under the San Francisco Landmark Tree Program.

Trees that are designated by the city for landmark status are protected from physical damage and removal.

Please look at links below for more information and for a landmark tree nomination form.

1. Department Strategic Plan
2. Executive Order-- Bottled Water
3. Employment

SUBMIT

Supporting Links:

Landmark Tree Ordinance	
FAQS on the Landmark Tree Program	.pdf (94.8kb)
Tree Nomination Packet	.pdf (120.7kb)
Tree Nomination Form	.doc (46kb)
List of Landmark Trees	.pdf (80.5kb)

List of Nominated Landmark Trees .pdf (80.2kb)

Penalities for Violating the Landmark Tree Ordinance

(415) 355-3700 • environment@sfgov.org • 11 Grove Street, San Francisco, CA 94102

SFEnvironment is a department of the City & County of San Francisco

SF Environment

Frequently Asked Questions (FAQs)

SF Landmark Tree Program

What is the difference between a significant tree and a landmark tree?

A significant tree is a tree on private property or Department of Public Works (DPW) property with any portion of its trunk within ten feet of a public right-of-way. There is no nomination process for significant trees. Any tree that meets the criteria to be considered a "significant tree" is automatically granted the same protections as trees in the public right-of-way. Significant trees also need to meet one or more of the following criteria:

- Height greater than 20 feet
- Canopy width greater than 15 feet
- Trunk diameter at breast height greater than 12 inches

A landmark tree is a tree on private or public property that has special characteristics such as size, age, historical significance, cultural value, and so on. A tree must be nominated and designated to become a landmark tree. Both landmark and significant trees need a permit from DPW in order to be removed. For more information, please log onto the Department of Public Works (http://www.sfgov.org/site/sfdpw_index.asp?id=33096).

What trees are eligible for landmark status?

Any tree within the City and County of San Francisco can be nominated for landmark tree status not located on State or Federal lands.

Who can nominate a tree for landmark status?

A property owner may nominate a tree on his or her property. A city department or agency may nominate a tree on their property. City departments and agencies should conduct an internal approval process before nominating a tree. The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and, the head of a City department or agency may nominate a tree on public or private land. A member of the public may approach a property owner, any member of the Board of Supervisors, Planning Commission, any member of Landmarks Preservation Advisory Board, or the head of a City department or agency about nominating a tree.

Why would someone nominate a tree for landmark status?

People like trees for a wide range of reasons and trees provide environmental, social and economic benefits for everyone. We hope our program will encourage people and neighbors alike to nominate because of their unusual size, historic or cultural significance, critical habitat, and other ecological factors or unique characteristics.

Who decides whether or not a tree will get landmark status?

The Urban Forestry Council will evaluate nominated trees. Then the council will give their recommendations for landmark trees to the Board of Supervisors. The Board of Supervisors makes the final decision.

The Urban Forestry Council (http://www.sfenvironment.org/our_policies/overview.html?ssi=16) will discuss landmark tree nominations at their public meetings.

What happens if a landmark tree is on a development or construction site?

There is a policy to protect a landmark tree in this situation. The Planning Department requires that people disclose any landmark trees on their property before a development or construction project begins. In addition, there are practical and straightforward techniques that must be used to protect a landmark tree. The Department of Building Inspection (DBI) and the Department of Public Works (DPW) will help implement this policy.

How many trees will this ordinance protect?

It depends on how many trees are nominated and their characteristics! We expect that the number of landmark trees will increase over the next few years and plateau once the outstanding trees in San Francisco have been added.

What happens if someone cuts down a landmark tree without a permit?

There are criminal, civil and administrative penalties if someone removes a landmark tree without a permit. The criminal penalties include monetary fines and jail time. The civil and administrative penalties are monetary fines. For more detailed information, please read Public Works Code, Article 16, (http://www.sfgov.org/site/uploadedfiles/bdsupvrs/ordinances06/o0017-06.pdf)

SAN FRANCISCO URBAN FORESTRY COUNCIL

Who can nominate a landmark tree?

- A property owner may nominate a tree on his or her property.
- A City department or agency may nominate a tree on their property. City departments and agencies should conduct an internal approval process before nominating a tree.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- A member of the public may approach a property owner, Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board or the head of a City department or agency about nominating a tree.

Things to consider when you nominate a landmark tree

- A permit will be required for any future removal of a landmark tree. If you are a private property owner, you will need a landmark tree removal permit from DPW. If you are City and County department, your department will hold a public hearing and then decide whether or not to approve a tree removal.
- All trees need proper maintenance from a professional arborist including mature and notable trees.
- The property owner is liable for all issues that may arise with a landmark tree. The City and County of San Francisco does not assume liability by conferring landmark status on a tree.

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- An authorized nominator is a Supervisor, head of a City department or agency, Planning Commissioner, Landmarks Preservation Advisory Board member, or property owner.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

I am one of the following authorized nominators

- ☐ Property owner
- ☐ Board of Supervisor member
- ☐ Head of a city department or agency
- ☐ Planning Commission member
- ☐ Landmarks Preservation Advisory Board member

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Property owner:	Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department/Agency):
Name	Name
Address	Address
Address	Address
Phone (day)	Phone (day)
Fax #	Fax #
Email	Email

I am the property owner or an authorized nominator and I support this nomination.

_____ Signature

_____ Date

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

_____ Signature

_____ Date

TREE DESCRIPTION

Tree name (species and common name): _____

Number of trees: _____

Street address: _____

Location of Tree: ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

GPS units (OPTIONAL): _____

Height _____ feet
Average canopy width[1] _____ feet
Circumference at chest level[2] _____ inches
Circumference at ground level[3] _____ inches

1 Distance from one edge to opposite edge of tree canopy
2 Distance around trunk at 4.5 ft off the ground. http://www.isa-arbor.com/publications/tree-ord/heritage.aspx
3 Distance around trunk on the ground where the trunk meets the soil.

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. Please check the applicable criteria boxes and provide additional information about each component. If you need more space to describe the tree, please attach additional sheets.

Species
☐ Rare

Size or Age
☐ Greater than typical mature size or age

Cultural/Historical Value
☐ Significant historical or cultural association with person, place, event
☐ Significant ethnic appreciation
☐ Neighborhood appreciation of tree
☐ Part of planting that defines neighborhood character
☐ Profiled in a publication or other media

Key Location
☐ High traffic area
☐ Low tree density area
☐ Extends between several properties
☐ Visually accessible from public right-of-way

Ecology
- ☐ Important wildlife habitat
- ☐ Part of interdependent group of trees
- ☐ Erosion control
- ☐ Wind or sound barrier

Visual characteristic
- ☐ Prominent landscape feature
- ☐ Character defining form

Tree Condition

☐ No apparent problems ☐ Minor problems ☐ Major problems ☐ Extreme problems

Tree Condition
- ☐ Root issues
- ☐ Mushrooms (trunk or base of tree)
- ☐ Trunk wounds or cracks
- ☐ Trunk cavities
- ☐ Broken or dead branches
- ☐ Crowded or crossing branches
- ☐ Pest or disease problem
- ☐ Previous construction that may have damaged tree

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event.

Describe how/why the tree has cultural, social and/or historical importance.

Describe how/why the tree is a defining or meaningful feature of a neighborhood.

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

Describe any tree health or structure issues.

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

Send to: Attn: Landmark Tree Nomination, 11 Grove Street, San Francisco, CA 94102
OR environment@sfgov.org

Any information you submit will be part of the public record.
The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

FOR STAFF USE ONLY			
Application received date	_____	Received by	_____
Tree evaluation form	_____	UFC recommendation date	_____
Board of Supervisors Decision	_____		
Landmark Tree #	_____		
Title recorded date	_____		

San Francisco Urban Forestry Council
Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard.

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

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Please note that a permit will be required for any future removal of a landmark tree.

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I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

_____ Signature

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Number of trees: _____

Street address: _____

Location of Tree: ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

GPS units (OPTIONAL): _____

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☐ Neighborhood appreciation of tree
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- ☐ Erosion control
- ☐ Wind or sound barrier

Visual characteristic
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Tree Condition
☐ No apparent problems ☐ Minor problems ☐ Major problems ☐ Extreme problems

Tree Condition
- ☐ Root issues
- ☐ Mushrooms (trunk or base of tree)
- ☐ Trunk wounds or cracks
- ☐ Trunk cavities
- ☐ Broken or dead branches
- ☐ Crowded or crossing branches
- ☐ Pest or disease problem
- ☐ Previous construction that may have damaged tree

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event.

Describe how/why the tree has cultural, social and/or historical importance.

Describe how/why the tree is a defining or meaningful feature of a neighborhood.

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

Describe any tree health or structure issues.

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

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SF Environment

List of Landmark Trees

Last Updated: May 2007

Thanks to the Department of Public Works (DPW), there are a variety of special trees in the city that have already been designated as landmark trees. The current list includes:

- Six *Eucalyptus globulus* or Blue Gum adjacent to 1801 Bush St. (Block 0674, lot 001)
- All *Phoenix canariensis* or Canary Island Date Palms in the center island on Dolores St.
- One *Schinus terebinthifolius* or Brazillian pepper at Third St. and Yosemite St. (In the median triangle across from Block 5414, lot 008).
- One *Melaleuca linariifolia* or Flaxleaf paperbark at 1701 Franklin St. (Block 0641, lot 003)
- One *Laurus nobilis* or Sweet Bay at 555 Battery St. (Block 0197, lot 001)
- Thirteen *Phoenix canariensis* or Canary Island Date Palm located throughout the Quesada St. median West of Third St. to the dead end. (Between Block 5338 and block 5327).
- Two *Phoenix rupicola* or Cliff Date Palm in the Dolores St. median. One across from 730 Dolores (Block 3606, lot 004) the second across from 1546 Dolores (Block 6615, lot 046).
- The grove of *Brahea edulis* or Guadalupe Palm in the Dolores St. median. Across from 1608-1650 Dolores (Block 6633, lots 003-007, and 038).

San Francisco's Urban Forestry Council (http://www.sfenvironment.org/our_policies/overview.html?ssi=16) discusses and recommends trees for landmark status at their public meetings.

- Valley oak (*Quercus lobata*) at 2830 25th Street

- Monterey cypress (*Cupressus macrocarpa*) at 1141-1145 Filbert Street
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- Blackwood acacia (*Acacia melanoxylon*) at 1141-1145 Filbert Street
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- Redwood (*Sequoia sempervirens*) at 455 Chenery Street

- Canary Island palm (*Phoenix canariensis*) at 619 19th Avenue

- Coast live oak (*Quercus agrifolia*) at 4124 23rd Street

- Holly (*Ilex aquifolium*) at 733 27th Avenue

- Coast live oak (*Quercus agrifolia*) at 20-28 Rosemont Place

- California buckeye (*Aesculus californica*) at 730 28th Ave

- New Zealand Christmas tree (*Metrosideros excelsa* 'Aurea') in front of 1221 Stanyan Street

- Flowering eucalyptus (*Eucalyptus sp*) at 3184 Market St/341 Corbett St
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- Deodar cedar (*Cedrus deodara*) at 3184 Market St/341 Corbett St
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Updated: June 2007

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

***RESCHEDULED MEETING**

DRAFT MINUTES

Wednesday, July 18, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

***The Thursday, July 19, 2007, 4:00 p.m. meeting was rescheduled to Wednesday, July 18, 2007 at 4:00 p.m.**

1. **Call to Order and Roll Call.** The Planning and Policy Committee Meeting was called to order at 4:35 p.m. Present: Members Habert and Rodgers and Chair Short. Excused: Member Quirke.

2. **Approval of Minutes of the March 15, 2007 Urban Forestry Council Planning and Policy Committee Regular Meeting** (Discussion and Action). Upon Motion by Member Rodgers and second by Chair Short, the March 15, 2007 Meeting Minutes were approved. (AYES: Members Habert, Rodgers and Short; Absent: Member Quirke) (Explanatory document: Approved Minutes of the March 15, 2007 Regular Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=58097.)

3. **Protection of Trees During Construction Projects.** The Committee discussed action steps to take in order to ensure better protection of trees during construction projects (Discussion).

   Chair Short reported that this issue was discussed at the June Council Meeting when Council Member Boss presented his observations of damage to trees for both City and private construction projects. The Council had requested that the Planning and Policy Committee discuss ideas on what can be done to ensure better protection of trees during these projects. Chair Short stated that the Department of Public Works can issue fines but at that point the damage is done.

   Member Rodgers reported that the Planning Department requires a Tree Protection Plan for protected trees (street trees, significant trees and landmark trees).

Council Member Sherk asked whether City agencies as well as private organizations/individuals have to provide a Tree Protection Plan. Member Rodgers stated that a Tree Protection Plan is required for private developments, so anything that the Planning Department is permitting, a tree protection plan would be required as part of the permit approvals. It was explained that public projects do not need to be permitted by the Planning Department, so they might not be required to provide the Plan. Chair Short stated that public agencies are required to protect trees during construction for any tree that is protected by the Urban Forestry Ordinance (which are all trees in the public right of way and significant trees). Council Member Sherk reported that she had visited one of the project sites the day after the Council meeting and discovered that a DPW worker had removed a tree next to a construction project on the street.

Council Chair Milne reported that the Council had previously received information from a peninsula location that has rigorous requirements for private development that includes submitting the required plans and staking. Member Rodgers reported that the Planning Department had used Palo Alto's model and adapted it to the urban situation in San Francisco.

Member Rodgers discussed the idea of requiring no loss of trees during construction projects. Council Member Sherk stated that it would be more expensive and take more time to take the tree out and then replace it than to safeguard it, plus you have the years of growth that you are missing out on. Member Rodgers stated that a typical construction technique is to mark and stake out trees during construction. It was suggested that the Council consider a Resolution saying that the City should be a leader in best construction practices, and this is a standard construction practice that City agencies should follow.

Council Chair Milne inquired about the format of the Tree Protection Plan. Member Rodgers stated that for protected trees, if demolition, grading, changing the building envelope or adding a curb cut drive are being done, a certified arborist report has to be submitted along with the construction plan and an example would have to be shown as to how the tree would be protected. The application form also gives a description of requirements and instructions. Member Rodgers explained that the Department of Building Inspection (DBI) has an enforcement branch to make sure building plans are being followed.

Council Member Sherk stated that someone would have to complain in order to bring a violation to someone's attention. Member Rodgers stated that work could have been permitted before the Tree Protection Plan was put in place. Council Chair Milne stated this issue would have a higher profile if it were in the Better Streets Program. It was stated that many departments are hiring contractors who know nothing about tree protection. Chair Short stated that contract documents are very specific and can include very detailed information on work requirements. The project manager should be responsible for knowing what is in the contract and be held accountable. Chair Short stated that in the examples of DPW projects that Council Member Boss discussed, there are DPW project managers that are supposed to be overseeing those projects and there are provisions to try to ensure this protection. It was recommended that a provision be included in standard citywide contracts on the requirement for tree protection.

Council Chair Milne reported that the San Francisco Public Utilities Commission (PUC) has standard tree protection requirements in their contracts, but results may not always be that good. Member Rodgers recommended that Department representatives to the Council research their agency's contract specifications and a discussion could be held on whether there are standards in different departments, determine if they are sufficient, and select one that is better than the others, and then work on enforcement. Council Member Sherk recommended that department heads educate their staff through an open discussion in order to raise awareness, as people may not always read contracts. Member Habert stated that would be a good first step, but enforcement of rules is most important. Member Rodgers suggested asking the Mayor to write a letter to department heads seeking enforcement.

Chair Short reported that most of the trees that Member Boss inquired about were public right of way trees and after the Council meeting she had met with Member Boss and went to the site to take photos, and DPW would be issuing fines to hold the contractors accountable. It was stated that in most cases, they were private contractors working for the City. Member Rodgers reported that private contracts have been covered by the Planning Department only within the last year and will check whether planners feel the process is effective. It was stated that people could file an enforcement complaint with the Planning Department on violations to private construction projects that is affecting a tree in the right of way. Member Rodgers explained that the Planning Department now has enforcement staff that will investigate, write letters, and issue fines.

Chair Short asked what action steps the Planning Committee should recommend to the Council to take at either the staff level or through a Resolution or both as there are rules and protection measures in place but they are not always being enforced. Committee Members recommended action steps that include:

- Require the contractor to put down a deposit or bond before the project begins to make sure there is no damage (Short).
- Establish a Rule that City Departments and contractors are required to put a protective staking or other covering around existing trees before construction begins (Sherk) and include a provision in standard citywide contracts on the requirement for tree protection
- Recommend that the Council consider a Resolution that each City agency should follow best construction practices to protect trees (Committee).
- Recommend an initiative to require tree protection plans for City public projects (Rodgers).
- Consult with other municipalities as to their action steps for tree protection (Short).
- Incorporate into the Better Streets Initiative a goal of no loss of trees during construction projects which would mean (1) don't remove a tree for no reason, and (2) if the tree does need to be removed for a construction project, it should be replaced (Rodgers).
- Request at a future Council Meeting that each department agency representative review their agency's contract specifications and other department policies on tree protection provisions for public projects. Members can then select the best provisions to implement as a standard. (Rodgers and Short)
- Recommend that the Council ask the Mayor to write a letter to department heads urging tree protection enforcement (Rodgers).
- Request that department heads educate their staff through an open discussion in order to raise awareness, as contracts are not always read (Sherk).

4. **Landmark Tree Incentives Report**. Committee members discussed a report from the Office of the Legislative Analyst of the Board of Supervisors on financial incentives to encourage nomination and designation of landmark trees (Discussion) (Explanatory Document: Legislative Analyst Report (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2006/item9OLAincentivesforlandmarktrees.pdf). (Continued from the March 15, 2007 Meeting).

Member Rodgers reported that property owners of landmark buildings might be able to qualify for a Mills Act property tax reduction and suggested consulting the City Attorney as to how a similar provision could apply to trees. It was explained that the Mills Act includes a provision for care of a historic property through a reduction on a portion of property taxes. Council Member Sherk stated that this provision may not be a value to people who are pre-Proposition 13. Member Rodgers stated that the Mills Act idea of reducing property tax may work but feels conflicted about the idea as it may be misused by people who are not intending to redevelop their property and would be taking away funding for services that property tax is intended for.

Council Chair Milne explained that the Legislative Analyst Report lists pros and cons to several possible incentives and felt that no particular incentive listed was that worthwhile and that there may be negative aspects to property

owners claiming tax benefits if there wasn't much involved in the landmarking of the tree. It was stated that it is difficult to get a budget to run the Council so finding funding to landmark a tree may not be possible. Chair Short stated that the Legislative Analyst report does not provide an easy access to funds. The idea to subsidize maintenance is a good idea, but there is no funding source and suggested that a nonprofit program might be interested in researching funding. Chair Short referenced the section in the Legislative Analyst report that states that "The City could work with a local nonprofit to establish a conservation land trust to which private property owners could donate an easement to their landmark tree and the land immediately surrounding it. The property owner might then be able to deduct the value of the easement (equal to the loss of property value due to restricted development opportunities) from their property taxes." Chair Short stated that she does not know that the City could be the primary player—it would have to be a non profit that offers an easement for a landmark tree.

Council Chair Milne stated that in lieu of financial incentives, showing recognition through certificates, a publicity photo in a paper, may be effective as it would also provide public outreach to let people know about the program. Chair Short stated that the bigger benefit would be the promotion of the program and education because people would probably not be more motivated to landmark their tree by a publicity picture in the newspaper. Council Chair Milne stated that publicity would let people know this is a positive program, not an oppressive one.

Chair Short stated that she did not feel that it would take more money to maintain a landmark tree than any other tree. Member Rodgers stated that property owners may feel that landmarking a tree would reduce their property value as it is limiting their development capacity. Chair Short stated that there is evidence that trees raise property value. Member Habert explained that property owners are concerned that if their tree gets landmarked, they would be facing a lot of expense, but is not sure financial incentives is the answer as there may be unintended consequences. Member Habert recommended producing an attitude shift towards trees to consider them more important by facilitating the idea that trees are an important part of one's property and must be cared for and sold just like anything else. It was stated that trees are considered unimportant and if they are in the way, they will be knocked down.

Council Member Sherk recommend that the Board of Supervisors revisit this issue for private land as it is not an issue to provide incentives for trees on public land. Chair Short stated that it may be premature to look at incentives at this time because the landmark tree program may be too new and suggested tabling the idea and revisiting at a future date. Council Chair Milne recommended considering incentives that do not affect the budget in the meantime.

Item 6 was heard before Item 5.

5. **Department of the Environment Landmark Tree Website Status Report**. (Continued from the March 15, 2007 Meeting.) Members discussed the Landmark Tree website content and provided feedback and any recommended changes (Explanatory Document: Landmark Tree website page http://www.sfenvironment.org/our_programs/interests.html?ssi=4&ti=8&ii=131) (Discussion).

Chair Short requested that Committee Members provide recommendations to the website and indicated that other detailed recommendations can then be handled at the staff level. It was stated that a summary of what is on the website is included in the packet. Recommendations to the website included:

- The "Penalties for Violating the Landmark Tree Ordinance" link includes the entire Ordinance and should contain just the sections on penalties and an explanation/summary of the intent (Short).
- DPW, Planning, San Francisco Tree Council, Friends of the Urban Forest (FUF) and Living Library to provide a link on their page to the website (Short, Rodgers, Sherk).
- Include two lists (1) formally nominated and protected landmark trees; and (2) (a) nominated trees with temporary protected status and (b) other trees under consideration that have not yet been formally nominated (Rodgers and Short).

- Links to the site should be accessible in many different ways (Habert). Chair Short stated that it would be placed on the DPW front page when official and after six months moved to the tree page. FUF and Living Library to add to their website once public.
- Link to the nomination form and pictures of the tree as a PDF. Ms. Eng stated that even though nomination forms are part of the public record, they may contain information that should not be published, e.g. the owner's address. A suggestion was made to just include the pictures of the trees.

Urban Forestry Council Program Manager Anne Eng stated that she would like to route the public to DPW for the most up to date daily record of landmark trees. Chair Short stated that by Ordinance, DPW is the official keeper of the landmark tree list, but it is the Council who shepherds the process and receives nominations. It was stated that it would be easier when there would be a full time staff member. Chair Short stated that it is important for the new staff member to notify the key Planning and DPW staff of nominations so the DPW Director can notify the property owner through a letter to acknowledge the temporary protection status and Planning does not schedule work for a tree that has temporary protection status. Member Rodgers stated that Urban Forestry Specialist Ma used to send nominations that include tree information and photos to the Planning Department so they could link it to their database as a PDF. The Planner could then pull up an address and see the whole nomination form. Member Rodgers recommended changing the legislation so that there is a requirement that copies of all nominations be submitted to Planning and DPW.

Chair Short recommended that website recommendations for upgrades and updates should be done on a staff level and invited members to submit comments directly to staff. The website is located on the Department's main page, "Our City's Programs, Urban Nature, Trees, Landmark Tree Program.

6. **Updates on Urban Forest Plan Priority Action Steps**. Committee members received an update from Council Chair Milne on Funding Committee discussions on Urban Forest Plan priority action steps as recommended by the Planning and Policy Committee. (Explanatory Documents: May 1, 2007 Funding Committee Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=60262 and July 3 Funding Committee Draft Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=63734. (Discussion)

SPEAKER: Terry Milne, Urban Forestry Council Chair

Funding Committee Member Milne discussed the Funding Committee's discussions on priority action steps that were recommended by the Planning and Policy Committee. One of the action steps included publicizing the tree species list through brochures and handouts, but a funding source had not been identified. Other priorities included identifying a funding source for tree maintenance, which there should be a City initiative for, as it would require the Supervisors or Mayor to make this work. Chair Milne stated that he felt that there was not much the Council could do and recommended that this agenda item be filed, as the issues are insolvable in Committee meetings. Chair Short stated that the Council should continue to raise flags and initiate resolutions to get the ear of Supervisors. Chair Short reported that the Mayor was discussing tree maintenance at Arbor Day. Chair Milne suggested that the Council try to get more publicity surrounding these issues.

7. **New Business/Future Agenda Items** (Discussion). Member Rodgers inquired about the proposal to change the Committee structure as she felt she could not serve on the Planning Committee in the future. It was stated that there would be a discussion at the July Council meeting on this topic. Ms. Eng stated that the Department received 105 applications for the Environmental Specialist position from people with varied backgrounds. Four or five of the strongest candidates will be invited to an interview and a selection will be made hopefully the first week of August. Council Member Sherk reported that the Living Library received a grant from the State Department of Forestry to develop the Nature Walk beginning on the south side of Bernal Heights and wanted to talk to the Department of the Environment about leveraging the grant as it is going to involve a lot of tree planting and opportunities for Islais Creek. No future agenda items were discussed at this time.

8. **Public Comment**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

9. **Adjournment.** The Planning and Policy Committee Meeting adjourned at 5:50 p.m.

The next Planning and Policy Committee meeting is scheduled for Thursday, August 16, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org.**

Approved:

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GAVIN NEWSOM
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Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

***RESCHEDULED MEETING**

APPROVED MINUTES

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11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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- DPW, Planning, San Francisco Tree Council, Friends of the Urban Forest (FUF) and Living Library to provide a link on their page to the website (Short, Rodgers, Sherk).
- Include two lists (1) formally nominated and protected landmark trees; and (2) (a) nominated trees with temporary protected status and (b) other trees under consideration that have not yet been formally nominated (Rodgers and Short).

- Links to the site should be accessible in many different ways (Habert). Chair Short stated that it would be placed on the DPW front page when official and after six months moved to the tree page. FUF and Living Library to add to their website once public.
- Link to the nomination form and pictures of the tree as a PDF. Ms. Eng stated that even though nomination forms are part of the public record, they may contain information that should not be published, e.g. the owner's address. A suggestion was made to just include the pictures of the trees.

Urban Forestry Council Program Manager Anne Eng stated that she would like to route the public to DPW for the most up to date daily record of landmark trees. Chair Short stated that by Ordinance, DPW is the official keeper of the landmark tree list, but it is the Council who shepherds the process and receives nominations. It was stated that it would be easier when there would be a full time staff member. Chair Short stated that it is important for the new staff member to notify the key Planning and DPW staff of nominations so the DPW Director can notify the property owner through a letter to acknowledge the temporary protection status and Planning does not schedule work for a tree that has temporary protection status. Member Rodgers stated that Urban Forestry Specialist Ma used to send nominations that include tree information and photos to the Planning Department so they could link it to their database as a PDF. The Planner could then pull up an address and see the whole nomination form. Member Rodgers recommended changing the legislation so that there is a requirement that copies of all nominations be submitted to Planning and DPW.

Chair Short recommended that website recommendations for upgrades and updates should be done on a staff level and invited members to submit comments directly to staff. The website is located on the Department's main page, "Our City's Programs, Urban Nature, Trees, Landmark Tree Program.

6. **Updates on Urban Forest Plan Priority Action Steps**. Committee members received an update from Council Chair Milne on Funding Committee discussions on Urban Forest Plan priority action steps as recommended by the Planning and Policy Committee. (Explanatory Documents: May 1, 2007 Funding Committee Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=60262 and July 3 Funding Committee Draft Meeting Minutes http://sfgov.org/site/sfenvironment_page.asp?id=63734. (Discussion)

SPEAKER: Terry Milne, Urban Forestry Council Chair

Funding Committee Member Milne discussed the Funding Committee's discussions on priority action steps that were recommended by the Planning and Policy Committee. One of the action steps included publicizing the tree species list through brochures and handouts, but a funding source had not been identified. Other priorities included identifying a funding source for tree maintenance, which there should be a City initiative for, as it would require the Supervisors or Mayor to make this work. Chair Milne stated that he felt that there was not much the Council could do and recommended that this agenda item be filed, as the issues are insolvable in Committee meetings. Chair Short stated that the Council should continue to raise flags and initiate resolutions to get the ear of Supervisors. Chair Short reported that the Mayor was discussing tree maintenance at Arbor Day. Chair Milne suggested that the Council try to get more publicity surrounding these issues.

7. **New Business/Future Agenda Items** (Discussion). Member Rodgers inquired about the proposal to change the Committee structure as she felt she could not serve on the Planning Committee in the future. It was stated that there would be a discussion at the July Council meeting on this topic. Ms. Eng stated that the Department received 105 applications for the Environmental Specialist position from people with varied backgrounds. Four or five of the strongest candidates will be invited to an interview and a selection will be made hopefully the first week of August. Council Member Sherk reported that the Living Library received a grant from the State Department of Forestry to develop the Nature Walk beginning on the south side of Bernal Heights and wanted to talk to the Department of the Environment about leveraging the grant as it is going to involve a lot of tree planting and opportunities for Islais Creek. No future agenda items were discussed at this time.

8. **Public Comment**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

9. **Adjournment.** The Planning and Policy Committee Meeting adjourned at 5:50 p.m.

The next Planning and Policy Committee meeting is scheduled for Thursday, August 16, 2007 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room.

Copies of explanatory documents are available to the public at the Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org.**

Approved: August 16, 2007

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City and County of San Francisco
Urban Forestry Council
Planning and Policy Committee
Regular Meeting Notice and Agenda
Thursday, August 16, 2007, 4:00 P.M.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

OMMITTEE MEMBERS: Carla Short (Chair), David Habert, Kelly Quirke, AnMarie Rodgers
Council Secretary: Monica Fish

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6/07

Order of Business

1. **Call to Order and Roll Call**

2. **Approval of Minutes of the July 18, 2007 Urban Forestry Council Planning and Policy Committee Rescheduled Meeting.** (Explanatory document: Draft Minutes of the July 18, 2007 Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=65198) (Discussion and Action)

3. **Role of the Urban Forestry Council within the City and how to Strengthen that Role.** (Discussion)

4. **New Business/Future Agenda Items.** (Discussion)

5. **Public Comment**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

6. **Adjournment**

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage **http://sfgov.org/site/sfenvironment_meeting.asp?id=61013**: or, by clicking on the links by each agenda item above, or upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting. Explanatory documents that are received after posting of this agenda are available on the website or upon request to the Council Secretary at the contact information listed above.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: August 13, 2007

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, August 16, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **Call to Order and Roll Call.** The Planning and Policy Committee Meeting was called to order at 4:15 p.m. Present: Chair Short and Members Habert and Quirke; Absent: Member Rodgers.

2. **Approval of Minutes of the July 18, 2007 Urban Forestry Council Planning and Policy Committee Rescheduled Meeting** (Discussion and Action). Upon Motion by Chair Short and second by Member Quirke the July 18, 2007 Meeting Minutes were approved (AYES: Chair Short, Members Habert and Quirke; Absent: Member Rodgers) (Explanatory document: Approved Minutes of the July 18, 2007 Meeting (HTML) http://sfgov.org/site/sfenvironment_page.asp?id=65198)

3. **Role of the Urban Forestry Council within the City and how to Strengthen that Role.** (Discussion)

Chair Short reported that at the last Council meeting, there was a discussion about the Council's frustration about what is perceived as their lack of relevance. It was felt that a discussion should be held to determine how the Council could be made more relevant. Some ideas were to work closer with Dan Sider, the Mayor's Greening Representative and to link with the Mayor's Green Vision Council. Chair Short asked the Committee to consider what can be done to make sure that people value the ideas and policy recommendations that the Council makes. It was stated that members are putting in a lot of time and energy into an effort that does not seem to be going anywhere. Member Quirke, who is a member of the Green Vision Council, stated that the Council consists of about six members and has always struggled to find a purpose, lacks administrative support, and its efforts have become dormant. It was stated that there may not be another meeting of the Council.

Member Quirke stated that the Urban Forestry Council needs a strong and effective full time coordinator similar to Alexis. It was stated that the way the new position is titled and funded it is headed in the wrong direction. Chair Short reported that the Department of the Environment has held interviews for the Environmental Assistant position and there will be a full time staff person in place soon. Committee members felt that the new staff person should have more of a presence with Board of Supervisors members and in keeping the Council on people's radars, but it is up to the Council to create ideas for topics that will keep them on the radar. Committee members inquired as to their role in defining the job description for the new Environmental Assistant and suggested that this issue be considered at the September Policy Committee meeting and then forwarded to the full Council. Chair Short recommended that the Planning Committee or Council provide guidance to the new person on their expectations.

Committee members asked what the Council is legally able to do; e.g., just writing letters, creating resolutions. A discussion was held about the presentation given at the Urban Forestry Council on the neighborhood parking initiative that is scheduled for the November ballot and that the Council cannot show their opposition to this initiative as stated in the Office of the City Attorney's memorandum on Political Activity by City Officers and Employees http://www.sfgov.org/site/uploadedfiles/cityattorney/opinions/2006-NOV-POLI.PDF. Committee members felt that the Council should have more of a presence with the Board of Supervisors and Mayor. Member Habert stated that the Board of Supervisors should invite the Council to answer questions and listen to their position on urban forestry issues. Chair Short stated that beyond the Annual Report, she does not know if there are any other reporting requirements. It was recommended that the Council send written recommendations for the Board and Mayor to take action on with regularity; e.g., the discussion held on damaging trees during construction--the Board needs to pass a Resolution and the Mayor should write a letter to Departments requesting that departments enforce their tree protection ordinances.

Member Quirke agreed that there needs to be more of a formal systematic update monthly or a report from each Council meeting that should be given to the Board President by the Council's Coordinator and Chair. The Coordinator would follow up by contacting the Supervisors office to make sure they saw the communication so relationships are established and there is regularity. It was recommended that the Committee review the Council's enabling ordinance (Chapter 12 of the Environment Code) to review their responsibilities and to use as a guideline for developing relationships with the Board. Chair Short recommended contacting Dan Sider, the Mayor's Greening Representative, when he returns to work to play more of a role in the activities of the Urban Forestry Council. Member Quirke suggested that Mr. Sider represent the Council to the Board of Supervisors. It was recommended that the Council discuss recommendations on presenting monthly updates to the Board at their next meeting.

A discussion was held about Supervisor McGoldrick's timeline for introducing proposed amendments to the Landmark Tree Ordinance and whether the Council at their August meeting should discuss recommending additional amendments, or if time allows, schedule a discussion at the next Planning and Policy Committee. Council Secretary Monica Fish reported that the Council's Resolution supporting Supervisor McGoldrick's amendments and recommending additional amendments was forwarded to Supervisor McGoldrick's office upon their request. Chair Short stated that she would contact Supervisor McGoldrick's office to see when he would be introducing proposed amendments to the Board and report back whether to put it back on an agenda. Member Quirke stated that the new staff person could start to play an important role in relating to Supervisor McGoldrick and his staff on proposed amendments and then on a monthly basis to the Board as previously discussed.

The Council Secretary, Monica Fish, was asked to report on the Board of Supervisors legislative process for submitting resolutions, motions, and ordinances at the Council's August meeting so that members

would have an understanding of how their actions are considered by Board members. Member Habert suggested consulting with other similar advisory bodies in the City for their communication techniques. Ms. Fish was asked to bring a list of these bodies to the next Committee meeting.

Member Quirke suggested that the Council discuss how they want to engage in meetings, entertain proposals, make decisions and take actions. Member Habert suggested that each member be asked for their input on agenda items so they can respond with their comments or say they don't have any comments. Members recommended that the Chair coordinate this process. Member Quirke stated that the Council should play more of an advocacy role in the budget process for the urban forest with the Board of Supervisors and the Mayor; e.g., work with the Mayor's Office in advance on what the budget proposal should be. Member Quirke asked what the Council is allowed to do as far as advocating in the budget process. Council Secretary Monica Fish suggested that the Deputy Director, David Assmann, discuss the budget process at the next Planning Committee meeting.

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5. **Public Comment**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

5. **Adjournment.** The Planning Committee Meeting adjourned at 5:39 p.m.

The next Regular Meeting of the Planning Committee is scheduled for Thursday, September 20, 2007 at 4:00 p.m.

Approved:

SF Environment

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

Thursday, August 16, 2007, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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approved

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Approved: October 18, 2007

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